



**OFFICE OF THE PURCHASING AGENT
COUNTY OF COOK**

118 NORTH CLARK ST. ROOM 1018
CHICAGO, ILLINOIS 60602-1375
(312) 603-5370

THIS PURCHASE ORDER NUMBER
MUST APPEAR ON ALL PACKAGES,
INVOICES, SHIPPING PAPERS AND
DROP SHIPMENTS

PURCHASE ORDERED ISSUED TO
825065

John E Mundt
1523 William St
River Forest IL 60305

DATE
1/13/2012
F.O.B. POINT

PURCHASE ORDER NO.
179644 - 000- OP
REQUISITION NO.
00101030 OR

COOK COUNTY FEIN: 36-6006541
ILLINOIS SALES TAX EXEMPT: E-9998-2013-04
FEDERAL EXCISE TAX EXEMPT CERT: 36-75-D038K

SHIP TO Adult Probation - Administration
Cook County Administration Offices
69 W Washington Ste 1940
Chicago IL 60602

DELIVERY INSTRUCTIONS
Maureen Noonan 312-603-
0281

| | |
|---------|-------------|
| DEPT NO | |
| 2800847 | Page 1 of 1 |

| LINE | FURNISH THE FOLLOWING SUPPLIES AND/OR SERVICE | QUANTITY/ UOM | UNIT PRICE | EXTENDED PRICE | ACCOUNT NUMBER |
|-------------------------|---|------------------|------------|----------------|----------------|
| 1.00 | TRAINING SUPERVISING THE RETURNING VETERAN 3 SESSIONS X \$600.00 = \$1,800.00 SESSIONS TO BE TAKE PLACE BETWEEN MARCH 1, 2012 THROUGH OCTOBER 31, 2012. | 3.00 DY | 600.0000 | 1,800.00 | 2800847.501930 |
| ***** Total Order ***** | | | | 1,800.00 | |

NOTE: VENDOR AGREES NOT TO EXCEED THE QUANTITY OR DOLLAR AMOUNT OF THIS ORDER WITHOUT WRITTEN AUTHORIZATION FROM THE PURCHASING AGENT

RECEIPT CERTIFICATION (FOR DEPARTMENT USE ONLY)

I hereby certify that I have received the goods/services reflected above and that the items referenced are in full conformity with the purchase order/contract.

Authorized Signature: _____

Date: _____

I hereby certify that this purchase is in agreement with the requisition on file authorizing the expenditure and is properly approved.

PURCHASING AGENT

Date: _____

Purchase Requisition
Office of the Purchasing Agent
Cook County of Illinois

Purchase Order Number

179644

45 BK

Requisition # OR 101030 Contract #

Open Date

Buyer Number 724150 Supervisor 40
Bid/Sale Src Code 2800847
Business Unit

Ship To: 8000005 Adult Probation - Administrati

Supplier: 825065

Mundt, John E

1523 William St

River Forest IL 60305

Internal Req Number 22804004

Board Apr Date & Item

69 W Washington Ste 1940 312-603-0281

Chicago IL 60602

Requisition Date 12/29/2011

Date Needed 12/29/2011

Expiration Date

Emergency No.

One Time Purchase Yes No Covers Need for months. Specific Period of time thru

Prior Contract No.

Quantity UOM

Est. Unit Cost

Extended Cost

Business Unit and Object Account

Line # Commodity Description

Bal. on Hand

Quantity UOM

Est. Unit Cost

Extended Cost

Business Unit and Object Account

1,000 961 TRAINING

<

>

000 DY

600.0000

1,800.00

2800847.501930

SUPERVISING THE RETURNING VETERAN

Total of Items Ordered

1,800.00

Jessie
to a folder - but it
slp a smaller folder.
like books.

RECEIVED
OFFICE OF THE
PURCHASING AGENT
2011 DEC 31 AM 8:40
BOOKKEEPING

CERTIFICATION

I hereby certify that the items and/or services above are necessary to this department (or institution) and that the dept. no., account & activity numbers indicated above accurately reflect the specific line item budget appropriation approved by the Board of County Commissioners and there is a sufficient unencumbered balance in the account to grant same.

CCA

APPROVED BUDGETARY ACCOUNT

PURCHASING USE ONLY

ACCT #

DATE

BY

REQUISITIONER

BUREAU or DEPARTMENT HEAD

Jesus Reyes, Acting Chief Probation Officer



Cook County Office of the Purchasing Agent

Sole Source Justification

| | |
|---|--|
| General Information | Date: December 22, 2011 |
| Unit/Department: 2800847 | Phone No. 312/603-0257 |
| Contact Name: Delores Johnson, Director of Training | Email delores.johnson@cookcountyil.gov |

| | |
|---|--------------------|
| Vendor Information | Requisition No. |
| Name: Dr. John Mundt | Purchase Order No. |
| Address: 1523 William Street, River Forest, IL 60305 | Contract No. |

Description. Please provide a description of the goods or services required, the duration or frequency of the requirement, and where will the services or goods be delivered.

Dr. John Mundt will facilitate three workshops (*Supervising the Returning Veteran*) for sworn staff members (supervisors and officers) of the Adult Probation Department. These workshops are a part of the Adult Probation Department's FY 2012 Training Delivery Plan. They are scheduled to take place between March and October 2012. Each workshop will be 7 hours in length, taking place at 1644 West Walnut, Chicago, IL.

Type. Please select one of the options and explain below.

Single Source
 Proprietary/Copyright Restrictions
 Equipment Compatibility
 Patented Product
 Exclusive or Unique Capability
 Other, please explain

Explanation: Why is this product or service the only one that would satisfy the requirement(s)?

The Adult Probation Department is accredited by the American Correctional Association (ACA). In order to maintain our accreditation, all administrative and sworn staff members are required to complete a minimum of 40 hours of training yearly. Staff must be provided with training that is related to their day-to-day job functions.

The number of veterans entering the criminal justice system has led to the development of Veteran's Courts and, thus, has increased the number of veterans being supervised by probation staff. In order to effectively supervise this population, staff need training to better understand the specific issues returning veterans face – especially, as it relates to their mental health challenges.

Due Diligence. Describe the due diligence performed that led to the conclusion that this is a sole source.

In order to address this training need, the Training Division researched potential trainers. Dr. John Mundt was selected as the trainer because 1) he is a licensed clinical psychologist who specializes in treating veterans; 2) he possesses over 20 years experience in the areas of psychology and therapy; and he is currently a staff psychologist for the Jesse Brown Veterans Administration Medical Center. In addition, Dr. Mundt's past trainings have proven to be informative and appropriately targeted for probation staff.

| | |
|--|-------------------------|
| Department Recommendation | |
| Requestor: Delores Johnson, Director of Training | Date: December 22, 2011 |
| Department Head: Jesús Reyes, Acting Chief Probation Officer | Date: December 22, 2011 |

| | |
|----------------------------------|---------------------|
| Purchasing Agent Approval | |
| Signature: | Date: 1/25/12 BA |

Sole Source Justification

John Mundt, Ph.D.
Licensed Clinical Psychologist

1523 William Street
River Forest, Illinois 60305
(312) 608-0668

December 5, 2011

Delores M. Johnson, Director of Training
Cook County Adult Probation Department
69 West Washington, Ste 1940
Chicago, IL 60602

Dear Ms. Johnson:

As per our phone conversation today, I am sending this letter of intent to provide specialized training to your staff on supervising veterans with PTSD. I would be delighted to present to your staff on this topic. As you know, in addition to being a psychologist employed by the Veterans Administration for nearly twenty years, I am also a professional speaker/trainer on mental health issues as they present in veterans. It was a privilege to be a presenter at your agency's most recent training conference in October 2011; it is very gratifying to hear that those sessions were well-received, and that you are interested in working with me again.

As per your request, I am now proposing an advanced training seminar, to be seven hours in duration, with the working title "Supervising the Veteran with PTSD", to be presented three times to your staff (on dates to be determined in March 2012 and September 2012). These presentations will be tailored to an audience of probation officers who presumably have some basic working knowledge as to mental health issues that are typically present in their veteran clients, but who are not mental health clinicians themselves. As per our discussion, the content of these seminars will essentially recap that of my 4/2011 and 10/2011 conference presentations on PTSD, but will expand to include considerably more focus on strategies and approaches useful in the supervision of veteran clients with PTSD. The format of the presentations will be PowerPoint slides and lecture, with time for questions and comments. I will supply a print-out computer file to you for printing handouts prior to the events. A brief outline would be as follows:

- I. Understanding Deployment & Homecoming
- II. Post-Traumatic Stress Disorder: Symptoms & Presentation
- III. Treatment of PTSD: What the Probation Officer Needs to Know
- IV. Considerations in Supervision: Tactical Strategies
- V. Challenges: Addiction, Suicide, Violence, Brain Injury
- VI. Community Resources for Veterans

December 5, 2011

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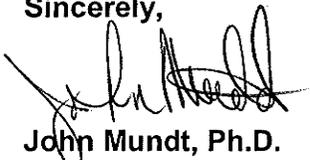
Learning objectives for participants would be that they be able to:

- a) Recognize the typical warzone experiences of combat veterans, particularly the new veterans returning from Iraq & Afghanistan
- b) Describe the impact of homecoming on the veteran, as well as family and partners
- c) Identify the defining symptoms observed in clients with PTSD
- d) Discuss approaches to supervising the client with PTSD that promote psychiatric stability and maximal compliance
- e) Describe typical approaches to treatment of PTSD
- f) Identify resources for veterans in both the VA system and the broader community

I also agree to your proposal that I be reimbursed at the rate of \$600 for each of the three seminars, for a total reimbursement of \$1800.

If needed, I can again provide a copy of my C.V. as well as a brief biographical statement that I have used for previous presentations. Please contact me anytime at (312) 608-0668, or by email at drjohnmundt@hotmail.com . Additional information about my seminars and presentations is available on my website, www.drjohnmundt.com . Thanks for your interest in having me be a presenter again for your officers. It is a privilege to be asked.

Sincerely,



John Mundt, Ph.D.