

**AMENDMENT NO. 1**

This Amendment modifies Contract No. 1550-14791, for Hazard Mitigation Plan Maintenance and Regional Inventory Central Hub Application by and between the County of Cook, Illinois, herein referred to as "County" and Tetra Tech, Inc., authorized to do business in the State of Illinois hereinafter referred to as "Contractor":

**RECITALS**

Whereas, the County and Contractor have entered into a Contract approved by the Chief Procurement Officer on August 19, 2015, (hereinafter referred to as the "Contract"), wherein the Contractor is to provide Hazard Mitigation Plan Maintenance and Regional Inventory Central Hub Application (hereinafter referred to as the "Services") from August 19, 2015 through August 18, 2016, with 2, one-year renewal options, in an amount not to exceed 96,037.00; and

Whereas, the County and Contractor desire to include additional scope of services to the Contract; and

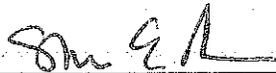
Now therefore, in consideration of mutual covenants contained herein, it is agreed by and between the parties to amend the Contract as follows:

1. The Contract is increased by \$162,335.00 and the Total Contract Amount is revised to \$258,372.00.
2. The Contract is hereby amended to incorporate Attachment A and made part of the Contract.
3. The attached Economic Disclosures Statement and MBE/WBE Utilization Plan forms are incorporated and made a part of this Contract.
4. All other terms and conditions remain as stated in the Contract.

In witness whereof, the County and Contractor have caused this Amendment No. 1 to be executed on the date and year last written below.

County of Cook, Illinois

Tetra Tech Inc.

By:   
Chief Procurement Officer

  
Signed

By: N/A  
State's Attorney (if applicable)

Jack Brunner  
Type or print name

Operations Manager  
Title

Date: 6 October 2015

Date: 09/03/15

ATTACHMENT

A.



TETRA TECH

September 3, 2015

Gene Ryan  
Cook County Department of Homeland Security and Emergency Management  
69 W. Washington St., Suite 2600  
Chicago, IL 60602  
(sent via email)

**RE: Cook County Department of Homeland Security and Emergency Management  
Proposal for Hazard Mitigation Plan Maintenance and RICH Database**

Dear Mr. Ryan:

Tetra Tech, Inc. (Tetra Tech) is submitting the attached scope of work and price schedule in response to your request. The attached scope of work (SOW) is will be completed on a time and materials basis. The price schedule for this amendment is consistent with the established rates on our current contract with the Department of Homeland Security and Emergency Management.

The price is estimated on anticipated expenses and fees associated with all items listed in the attached SOW. The compensation constructs as they pertain to this project, are summarized below:

- The labor costs for this estimate are based on Tetra Tech's current year labor rates. Tetra Tech's rates have been determined to be fair and reasonable, and all applicable laws and regulations have been applied. These rates are fully burdened with overhead, fringe benefits, general and administrative (G&A) costs, and fee. The labor rates in the attached price schedule will be used for work execution and invoicing. These labor rates are valid for the first year of the contract, which is assumed to begin on August 19, 2015 and end on August 18, 2016. If additional years are exercised, the labor rates will be escalated at a rate of 3 percent for each year.
- Subcontractors will be invoiced within the labor rates provided in the attached price schedule.
- Reimbursable other direct costs (ODCs) include the following: internal reproduction, communication fees, travel expenses (airfare, per diem, fuel, lodging, vehicle rental, mileage, tolls, and parking), expendable office supplies, and outsourced meeting supplies. Reimbursable material costs, classified as ODCs, will be burdened with G&A costs.
- Work requested outside the scope contained in the SOW may necessitate a change order and the price will be calculated on a time and material basis with the established rates in the attached price schedule.

We want to thank you again for the opportunity to support Cook County. If you have questions or require additional information, please contact me at 312-201-7766, or by email at [ed.schuessler@tetratech.com](mailto:ed.schuessler@tetratech.com).

Sincerely,

Edward R. Schuessler  
Tetra Tech, Inc.

Enclosures (2)

**Tetra Tech, Inc.**  
1 South Wacker Street, Chicago, IL 60606  
Tel 312.201.7700 Fax 312.938.0118 [www.tetratech.com](http://www.tetratech.com)

**Cook County Department of Homeland Security and Emergency  
Management 2015 Hazard Mitigation Plan Maintenance Assistance**

**Regional Inventory Central Hub Application**

**August 21, 2015**

On April 17, 2013, Cook County entered into an agreement with Tetra Tech to develop the Countywide Hazard Mitigation Plan (HMP) on behalf of the Department of Homeland Security and Emergency Management. On September 10, 2014, Cook County Board of County Commissioners approved the Cook County Multi-Jurisdictional Hazard Mitigation Plan. Tetra Tech will provide the following HMP maintenance services as outlined below. In addition, Tetra Tech initially developed the Regional Inventory Central Hub (RICH) as part of the Chicago Regional Catastrophic Planning Team (RCPT) initiative. To complete the database application for Cook County, Tetra Tech team will complete the final data upload, database migration, testing, and technical support.

**Task 1: Continued Planning Partner and Public Involvement**

Under this task, Tetra Tech will provide technical support and oversight to the County's maintenance of its HMP. This assistance will include:

- Track HMP adoption by each Planning Partner, up to the point that the plan has been adopted by all Planning Partners.
- Send FEMA Planning Partner adoption resolutions every other month.
- Answer Planning Partner questions regarding the HMP and plan adoption.
- Answer planning partner questions regarding progress reporting.
- Update Planning Partner HMP contact information.
- Continue to maintain and distribute Planning Partner Bulletins that were initiated during the planning process. Distribution will be on a quarterly basis. Additional distributions may be prepared in response to hazard events or grant funding opportunities.
- Track Planning Partner questions and where appropriate prepare written explanations that can be shared with all Planning Partners via email or an HMP Bulletin.

Assumptions made for this task to prepare the attached cost estimate include the below. Note that these are only estimates used for budgeting and that any cost increases will be pre-approved in writing by the Cook County DHSEM and the Cook County Office of the Chief Procurement Officer prior to Tetra Tech's response to additional Planning Partner questions beyond the below estimates:

- Tetra Tech will respond to an anticipated 75 questions from Planning Partners regarding HMP adoption.
- Tetra Tech will respond to an anticipated 75 questions from Planning Partners regarding grants and mitigation projects.

**Task 5: General HMP Program Support**

Under this task, Tetra Tech will provide technical project support as directed by DHSEM. This task

may include but not be limited to:

- Providing web-based training on various subjects associated with plan implementation and maintenance on an as needed basis.
- Tracking potential changes to be included in future HMP updates.
- Providing subject matter expert support for mitigation projects, grant applications, etc.
- Participate or present relevant information at key program meetings as requested by DHSEM.
- Monitor all Federal Emergency Management Agency (FEMA) grant opportunities with emphasis on the Pre-Disaster Mitigation Grant Program (PDM), post-disaster Hazard Mitigation Grant Program (HMGP), and Flood Hazard Mitigation Grant Program (FMA).
- Prepare benefit costs analysis of potential projects.
- Assist in grant application preparation.
- Update critical facility mapping tool to include shelters, community gathering centers, generator locations, etc.
- Provide assistance to Cook County jurisdictions who would seek to become HMP Planning Partners by creating a linkage package for other Villages and Cities that wants to be a part of the HMP and link the City of Barrington to the plan.
- Prepare an HMP/THIRA integration report so that applicable risks from the HMP can be integrated into future THIRA reports.

Assumptions made for this task to prepare the attached cost estimate include:

- Assistance with two grant applications will be required.
- Travel to Chicago will be required by the lead planner or a subject matter expert to assist with grant applications.
- Three additional categories of information will be uploaded to the mapping tool; Planning Partners will be asked to confirm data; Tetra Tech will provide mapping tool technical assistance to 35 Planning Partners. Note that the number of Planning Partners is only an estimate used for budgeting and that any cost increases will be pre-approved in writing by the Cook County DHSEM and the Cook County Office of the Chief Procurement Officer prior to Tetra Tech's provision of mapping tool technical assistance to additional Planning Partner questions beyond the estimate of 35 Planning Partners.

#### **Task 6: Project Management**

Under this task, Tetra Tech will provide overall project management for this SOW. This task will include:

- Project coordination and work scheduling.
- Budget and expenditure management.
- HMP Planning Team meeting coordination, including preparing agendas and minutes.

Assumptions made for this task to prepare the attached cost estimate include:

- Monthly project reports and invoices will be prepared and submitted to DHSEM.

- Planning Team meetings will be held on a monthly basis; an additional four Planning Team meetings will be held to coordinate with DHSEM during key project times.

**Task 7: Mitigation Actions Spreadsheet**

Under this task, Tetra Tech will create a mitigation action spreadsheet. This task will include:

- List all Planning Partner actions included in the HMP.
- Identify the hazards each project will mitigate (by not solely focusing on flooding the spreadsheet will be a flexible tool for other mitigation objectives).
- Identify the Planning Partner actions that are FEMA grant eligible and would be good, competitive projects to get started on.
- Identify duplicate projects.
- Identify synergistic projects that build off each other and better prepare several Planning Partners to handle future disasters (this is a key reason that FEMA promotes multijurisdictional HMPs).
- Identify additional funding sources (grants and otherwise) that may be applicable.
- Include other HUD or MWRD projects to assess how these projects fit in with other actions or projects identified in the spreadsheet.
- Develop the spreadsheet so that it is sortable and able to be queried for categories such as hazard, municipality, funding sources, etc.

**Task 8: Transition Support**

Under this task, if the programmatic oversight of the HMP is reassigned from DHSEM to another Cook County department, Tetra Tech will provide technical and programmatic consulting to the Cook County department that assumes the new responsibility. This task will be required to facilitate the smooth transition of the programmatic oversight of the HMP process from one county department to another and to prevent any lapse in fulfilling the requirements of the plan or support to the more than 100 planning partners. This task will include support to Cook County staff regarding:

- The general HMP process and the need for its implementation.
- Past and current efforts in Cook County to prepare and maintain a FEMA-approved HMP.
- Status of each HMP planning partner in achieving and maintaining its status within the HMP.
- Actions by the various parties (including Tetra Tech) that are required to maintain and provide the statute-required update of the HMP.
- Emphasis on the concept and importance of incorporating the FEMA CRS program into the HMP process.
- Efforts that Cook County and each planning partner must undertake to maintain the HMP and access to future HMGP funding.

Assumptions made for this task to prepare the attached cost estimate include:

- Task 8 is unbudgeted at this time.

**Cook County Department of Homeland Security and Emergency  
Management Regional Inventory Central Hub Application**

**August 21, 2015**

Tetra Tech initially developed the Regional Inventory Central Hub (RICH) as part of the Chicago Regional Catastrophic Planning Team (RCPT) initiative. To complete the database application for Cook County, the Tetra Tech team needs funding to manage the final data upload, database migration, testing, and technical support. These final scope items could not be accomplished because no host platform for the RICH database was identified during the RCPT's Logistics Project period of performance.

Now that Cook County Cook County Department of Homeland Security and Emergency Management has determined to host RICH, our team proposes to finalize the project for an estimated price \$90,312 on a unit rate basis. Associated training on the system will be approximately \$29,176 which is considered an option that may be exercised but not included in the estimated price. The attached cost estimate is provided to demonstrate what tasks will be accomplished and the break-out of hours. The following assumptions were made in developing this budget:

- Tetra Tech will make technology and feature improvements to the RICH application to standardize the styling and code for easier maintenance, improved performance, and future enhancements.
- All necessary software and hosting service will be procured by others and access provided through us to our teaming partners.
  - Tetra Tech can provide one year of third party hosting services for an additional \$4,000. This includes server setup, deployment, and routine support.
- System installation includes web application / database setup and assistance with production roll-out documentation.
- Data loading will be limited to populating back-end reference tables and already collected resource data.
- Post-deployment support of 4-6 weeks does not include developing additional training or manual preparation.
  - Post-deployment support for 4-6 weeks, not to exceed 20 hours per week, for minor bug fixes and general phone support.
  - Additional cost associated with a robust user training have been included as an option. Training includes the following:
    - 1 half-day session of training for Org Admin and Sys Admin Roles
    - 2 repeated half-day sessions of user training, with lab. Cook County to provide facilities.
    - Most common features and FAQs imbedded online.
    - 6 training videos for ongoing training needs
    - Support response times will range from 4-8 hours for critical items to 48-72+ hours for lower priority items.
    - Graphic Information System (GIS) Enhancements: No GIS enhancements are included with this estimate.

Additional cost associated with GIS functionality includes local GIS geocoding, if needed, and GIS query service development that allows external map systems to query inventory and location data in RICH and return the results as points to the calling map.

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**Attachment 1 - Tetra Tech RICH Application Finalization Project Pricing**

Tasks	Tetra Tech	ARS	W4Sight	Total for Task
<b>Subtotals:</b>				
<b>Technical Implementation</b>				
Confirm Scope, Logistics, etc.				
	\$420.00	\$540.00	\$665.00	\$1,625.00
<b>Technical Implementation</b>				
System Walkthru with Cook				
Define Rollout Plan with Cook				
Regression Testing				
Technology and Feature Improvements				
Data Upload Support				
Reporting Engine Change				
System Migration & Installation				
Production Support - 4-6 Weeks				
	\$420.00	\$41,580.00	\$15,246.00	\$57,246.00
<b>Data Loading</b>				
Cleanup of Resource Typing Data				
Setup of Orgs, Org Roles, Users				
Upload of Resource Typing Data				
Upload of Jurisdiction Data				
- Testing Export Process with Access				
- Consolidating / Cleanup of Data				
- Final Loads and Troubleshooting				
	\$5,250.00	\$0.00	\$7,986.00	\$13,236.00
<b>Training and Rollout</b>				
Admin Training Prep				
User Training Prep				
System Administrator Training				
Cook County Staff Training - Train the Trainer				
Quick Start User Guide				
Help Videos Re-Recording.				
	\$0.00	\$0.00	\$0.00	\$0.00
<b>Project Management and Coordination</b>				
Management Coordination and Meetings				
Tech Coordination				
	\$4,200.00	\$3,780.00	\$10,164.00	\$18,144.00
<b>RICH Final Delivery Price</b>	<b>\$10,290.00</b>	<b>\$45,900.00</b>	<b>\$34,061.00</b>	<b>\$90,251.00</b>

<b>Optional Items</b>				
Admin Training Prep				
User Training Prep				
System Administrator Training				
Cook County Staff Training - Train the Trainer				
Quick Start User Guide				
Help Videos Re-Recording.				
Third Part Hosting				
	\$6,300.00	\$4,000.00	\$18,876.00	\$29,176.00

<b>RICH Final Delivery Price With Optional Items</b>	<b>\$16,590.00</b>	<b>\$49,900.00</b>	<b>\$52,937.00</b>	<b>\$119,427.00</b>
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21AUG2015\_HMP Maintenance

Labor Classification	Task 1 - Continued Planning Partner and Public Involvement		Task 5 - General HMP Program Support		Task 6 - Project Management		Task 7 - Create Hazard Mitigation Project Spreadsheet		Project Total	
	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost
Corporate Liaison										
QA Manager										
Subject Matter Expert II										
Subject Matter Expert I										
Senior Planner										
Planner IV										
Planner III										
Planner II										
Planner I										
Digital/Social Media Strategist										
Outreach Support Senior										
St. Creative/Marketing/PR										
Outreach Support IV										
Outreach Support III										
Outreach Support II										
Outreach Support I										
Senior Graphic Specialist										
Graphic Specialist										
Technical Editor										
Project Support III										
Project Support II										
Project Support I										
Financial Manager										
Procurement Specialist										
Community Outreach Worker										
	302	\$ 35,277	126	\$ 16,520	94	\$ 11,790	57	\$ 7,445	579	\$ 70,982
Labor Sub-Total	Units	Cost	Units	Cost	Units	Cost	Units	Cost	Units	Cost
Patent/Patentable Incentives										
Reimbursable Other Direct Costs										
Printing										
Media Services (Photography/Videography/Filing and so on)										
Mobile Support Team Vehicle										
Outreach Tool Kit - Mobil Unit Graphics, Equipment, Kiosks, etc.										
Wireless Service										
NA										
NA										
ODC Sub-Total		\$ -50		\$ -50		\$ -50		\$ -50		\$ -50
Airfare										
Per Diem										
Gas										
Parking										
Logistic										
Car Rental										
Travel Sub-Total		\$ 80.00		\$ 80.00		\$ 80.00		\$ 80.00		\$ 80.00
		\$ 35,277		\$ 17,542		\$ 11,815		\$ 7,450		\$ 72,064
		Cost		Cost		Cost		Cost		Cost
		Units		Units		Units		Units		Units
		Project Total		Project Total		Project Total		Project Total		Project Total

EXHIBIT 1

MBE/WBE Utilization Plan

**MBE/WBE LETTER OF INTENT - FORM 2**

M/WBE Firm: American Resource Solutions, Inc.

Certifying Agency: City of Chicago

Contact Person: Sanjay Vimawala

Certification Expiration Date: 12-30-2016

Address: 52 West Downer Place

Ethnicity: \_\_\_\_\_

City/State: Aurora, IL Zip: 60148

Bid/Proposal/Contract #: \_\_\_\_\_

Phone: 630-889-9774 Fax: NA

FEIN #: 20-064-2286

Email: svimawala@ameresol.com

Participation:  Direct  Indirect

Will the M/WBE firm be subcontracting any of the goods or services of this contract to another firm?

No  Yes - Please attach explanation. Proposed Subcontractor(s): \_\_\_\_\_

The undersigned M/WBE is prepared to provide the following Commodities/Services for the above named Project/ Contract: *(If more space is needed to fully describe M/WBE Firm's proposed scope of work and/or payment schedule, attach additional sheets)*

IT services - system build

Indicate the Dollar Amount, Percentage, and the Terms of Payment for the above-described Commodities/ Services:

28.9% - Payment on T&M basis; net 45 days

THE UNDERSIGNED PARTIES AGREE that this Letter of Intent will become a binding Subcontract Agreement for the above work, conditioned upon (1) the Bidder/Proposer's receipt of a signed contract from the County of Cook; (2) Undersigned Subcontractor remaining compliant with all relevant credentials, codes, ordinances and statutes required by Contractor, Cook County, and the State to participate as a MBE/WBE firm for the above work. The Undersigned Parties do also certify that they did not affix their signatures to this document until all areas under Description of Service/ Supply and Fee/Cost were completed.

Signature (M/WBE)

Signature (Prime Bidder/Proposer)

Sanjay Vimawala

Edward Schuessler

Print Name

Print Name

American Resource Solutions, Inc.

Tetra Tech, Inc.

Firm Name

Firm Name

Date

Date

Subscribed and sworn before me

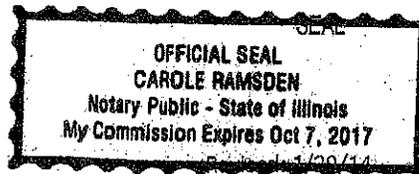
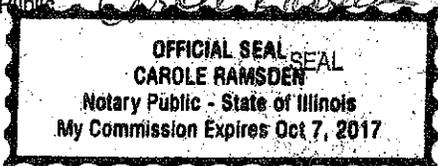
Subscribed and sworn before me

this 25<sup>th</sup> day of August, 2015

this 25<sup>th</sup> day of August, 2015

Notary Public

Notary Public



**MBE/WBE LETTER OF INTENT - FORM 2**

M/WBE Firm: Molly O'Toole & Associates Certifying Agency: City of Chicago  
Contact Person: Molly O'Toole Certification Expiration Date: 10-05-2016  
Address: 450 S. Stewart Ave. Ethnicity: \_\_\_\_\_  
City/State: Lombard, IL Zip: 60148 Bid/Proposal/Contract #: \_\_\_\_\_  
Phone: 630-889-9774 Fax: NA FEIN #: 20-064-2286  
Email: molly@mollyotoole.com

Participation:  Direct  Indirect

Will the M/WBE firm be subcontracting any of the goods or services of this contract to another firm?

No  Yes - Please attach explanation. Proposed Subcontractor(s): \_\_\_\_\_

The undersigned M/WBE is prepared to provide the following Commodities/Services for the above named Project/ Contract: (If more space is needed to fully describe M/WBE Firm's proposed scope of work and/or payment schedule, attach additional sheets)

Hazard mitigation planning support  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Indicate the **Dollar Amount**, **Percentage**, and the **Terms of Payment** for the above-described Commodities/ Services:

5.5 % - Payment on T&M basis; net 45 days

THE UNDERSIGNED PARTIES AGREE that this Letter of Intent will become a binding Subcontract Agreement for the above work, conditioned upon (1) the Bidder/Proposer's receipt of a signed contract from the County of Cook; (2) Undersigned Subcontractor remaining compliant with all relevant credentials, codes, ordinances and statutes required by Contractor, Cook County, and the State to participate as a MBE/WBE firm for the above work. The Undersigned Parties do also certify that they did not affix their signatures to this document until all areas under Description of Service/Supply and Fee/Cost were completed.

[Signature]  
Signature (M/WBE)

[Signature]  
Signature (Prime Bidder/Proposer)

Molly J. O'Toole  
Print Name

Edward Schuessler  
Print Name

Molly O'Toole & Assoc., Ltd  
Firm Name

Tetra Tech, Inc.  
Firm Name

August 28, 2015  
Date

August 25, 2015  
Date

Subscribed and sworn before me

Subscribed and sworn before me

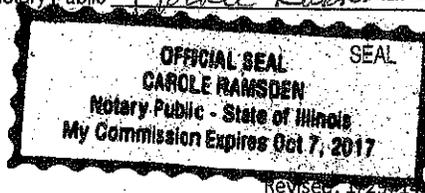
this 28 day of August, 2015.

this 28<sup>th</sup> day of August, 2015.

Notary Public Alice Meschi

Notary Public Carole Ramsden

SEAL



REVISED 1/25/14

**MBE/WBE LETTER OF INTENT - FORM 2**

M/WBE Firm: W4 Sight

Certifying Agency: Cook County

Contact Person: Molly Mangan

Certification Expiration Date: 08-22-2016

Address: 1818 W. Leland Ave., Suite 300

Ethnicity: Caucasian/Female

City/State: Chicago Zip: 60640

Bid/Proposal/Contract #: \_\_\_\_\_

Phone: 312-209-0611 Fax: NA

FEIN #: 27-0524425

Email: mmangan@W4sight.com

Participation:  Direct  Indirect

Will the M/WBE firm be subcontracting any of the goods or services of this contract to another firm?

No  Yes - Please attach explanation. Proposed Subcontractor(s): \_\_\_\_\_

The undersigned M/WBE is prepared to provide the following Commodities/Services for the above named Project/ Contract: (If more space is needed to fully describe M/WBE Firm's proposed scope of work and/or payment schedule, attach additional sheets)

IT services - system design

Indicate the **Dollar Amount**, **Percentage**, and the **Terms of Payment** for the above-described Commodities/ Services:

21.2% - Payment on T&M basis; net 45 days

THE UNDERSIGNED PARTIES AGREE that this Letter of Intent will become a binding Subcontract Agreement for the above work, conditioned upon (1) the Bidder/Proposer's receipt of a signed contract from the County of Cook; (2) Undersigned Subcontractor remaining compliant with all relevant credentials, codes, ordinances and statutes required by Contractor, Cook County, and the State to participate as a MBE/WBE firm for the above work. The Undersigned Parties do also certify that they did not affix their signatures until all areas under Description of Service/ Supply and Fee/Cost were completed.

Molly Mangan  
Signature (M/WBE)

Edward Schuessler  
Signature (Prime Bidder/Proposer)

Molly Mangan

Edward Schuessler

Print Name

Print Name

W4Sight, LLC

Tetra Tech, Inc.

Firm Name

Firm Name

Date

8-26-2015

Date

August 25, 2015

Subscribed and sworn before me

Subscribed and sworn before me

this 26 day of August, 2015.

this 25<sup>th</sup> day of August, 2015.

Notary Public

Notary Public

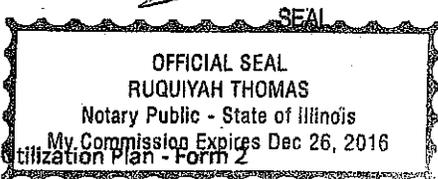


EXHIBIT 2

Economic Disclosure Statement

**COOK COUNTY  
ECONOMIC DISCLOSURE STATEMENT  
AND EXECUTION DOCUMENT  
INDEX**

<b>Section</b>	<b>Description</b>	<b>Pages</b>
1	Instructions for Completion of EDS	EDS I - II
2	Certifications	EDS 1-2
3	Economic and Other Disclosures, Affidavit of Child Support Obligations and Disclosure of Ownership Interest	EDS 3 - 12
4	Contract and EDS Execution Page	EDS 13-15
5	Cook County Signature Page	EDS 16

**SECTION 1**  
**INSTRUCTIONS FOR COMPLETION OF**  
**ECONOMIC DISCLOSURE STATEMENT AND EXECUTION DOCUMENT**

This Economic Disclosure Statement and Execution Document ("EDS") is to be completed and executed by every Bidder on a County contract, every Proposer responding to a Request for Proposals, and every Respondent responding to a Request for Qualifications, and others as required by the Chief Procurement Officer. The execution of the EDS shall serve as the execution of a contract awarded by the County. The Chief Procurement Officer reserves the right to request that the Bidder or Proposer, or Respondent provide an updated EDS on an annual basis.

**Definitions.** Terms used in this EDS and not otherwise defined herein shall have the meanings given to such terms in the Instructions to Bidders, General Conditions, Request for Proposals, Request for Qualifications, as applicable.

*Affiliate* means a person that directly or indirectly through one or more intermediaries, Controls is Controlled by, or is under common Control with the Person specified.

*Applicant* means a person who executes this EDS.

*Bidder* means any person who submits a Bid.

*Code* means the Code of Ordinances, Cook County, Illinois available on municode.com.

*Contract* shall include any written document to make Procurements by or on behalf of Cook County.

*Contractor* or *Contracting Party* means a person that enters into a Contract with the County.

*Control* means the unfettered authority to directly or indirectly manage governance, administration, work, and all other aspects of a business.

*EDS* means this complete Economic Disclosure Statement and Execution Document, including all sections listed in the Index and any attachments.

*Joint Venture* means an association of two or more Persons proposing to perform a for-profit business enterprise. Joint Ventures must have an agreement in writing specifying the terms and conditions of the relationship between the partners and their relationship and respective responsibility for the Contract.

*Lobby* or *lobbying* means to, for compensation, attempt to influence a County official or County employee with respect to any County matter.

*Lobbyist* means any person who lobbies.

*Person* or *Persons* means any individual, corporation, partnership, Joint Venture, trust, association, Limited Liability Company, sole proprietorship or other legal entity.

*Prohibited Acts* means any of the actions or occurrences which form the basis for disqualification under the Code, or under the Certifications hereinafter set forth.

*Proposal* means a response to an RFP.

*Proposer* means a person submitting a Proposal.

*Response* means response to an RFQ.

*Respondent* means a person responding to an RFQ.

*RFP* means a Request for Proposals issued pursuant to this Procurement Code.

*RFQ* means a Request for Qualifications issued to obtain the qualifications of interested parties.

**INSTRUCTIONS FOR COMPLETION OF  
ECONOMIC DISCLOSURE STATEMENT AND EXECUTION DOCUMENT**

**Section 1: Instructions.** Section 1 sets forth the instructions for completing and executing this EDS.

**Section 2: Certifications.** Section 2 sets forth certifications that are required for contracting parties under the Code and other applicable laws. Execution of this EDS constitutes a warranty that all the statements and certifications contained, and all the facts stated, in the Certifications are true, correct and complete as of the date of execution.

**Section 3: Economic and Other Disclosures Statement.** Section 3 is the County's required Economic and Other Disclosures Statement form. Execution of this EDS constitutes a warranty that all the information provided in the EDS is true, correct and complete as of the date of execution, and binds the Applicant to the warranties, representations, agreements and acknowledgements contained therein.

**Required Updates.** The Applicant is required to keep all information provided in this EDS current and accurate. In the event of any change in the information provided, including but not limited to any change which would render inaccurate or incomplete any certification or statement made in this EDS, the Applicant shall supplement this EDS up to the time the County takes action, by filing an amended EDS or such other documentation as is required.

**Additional information.** The County's Governmental Ethics and Campaign Financing Ordinances impose certain duties and obligations on persons or entities seeking County contracts, work, business, or transactions, and the Applicant is expected to comply fully with these ordinances. For further information please contact the Director of Ethics at (312) 603-4304 (69 W. Washington St. Suite 3040, Chicago, IL 60602) or visit the web-site at [cookcountyll.gov/ethics-board-of](http://cookcountyll.gov/ethics-board-of).

**Authorized Signers of Contract and EDS Execution Page.** If the Applicant is a corporation, the President and Secretary must execute the EDS. In the event that this EDS is executed by someone other than the President, attach hereto a certified copy of that section of the Corporate By-Laws or other authorization by the Corporation, satisfactory to the County that permits the person to execute EDS for said corporation. If the corporation is not registered in the State of Illinois, a copy of the Certificate of Good Standing from the state of incorporation must be submitted with this Signature Page.

If the Applicant is a partnership or joint venture, all partners or joint venturers must execute the EDS, unless one partner or joint venture has been authorized to sign for the partnership or joint venture, in which case, the partnership agreement, resolution or evidence of such authority satisfactory to the Office of the Chief Procurement Officer must be submitted with this Signature Page.

If the Applicant is a member-managed LLC all members must execute the EDS, unless otherwise provided in the operating agreement, resolution or other corporate documents. If the Applicant is a manager-managed LLC, the manager(s) must execute the EDS. The Applicant must attach either a certified copy of the operating agreement, resolution or other authorization, satisfactory to the County, demonstrating such person has the authority to execute the EDS on behalf of the LLC. If the LLC is not registered in the State of Illinois, a copy of a current Certificate of Good Standing from the state of incorporation must be submitted with this Signature Page.

If the Applicant is a Sole Proprietorship, the sole proprietor must execute the EDS.

A "Partnership" "Joint Venture" or "Sole Proprietorship" operating under an Assumed Name must be registered with the Illinois county in which it is located, as provided in 805 ILCS 405 (2012), and documentation evidencing registration must be submitted with the EDS.

## SECTION 2

### CERTIFICATIONS

THE FOLLOWING CERTIFICATIONS ARE MADE PURSUANT TO STATE LAW AND THE CODE. THE APPLICANT IS CAUTIONED TO CAREFULLY READ THESE CERTIFICATIONS PRIOR TO SIGNING THE SIGNATURE PAGE. SIGNING THE SIGNATURE PAGE SHALL CONSTITUTE A WARRANTY BY THE APPLICANT THAT ALL THE STATEMENTS, CERTIFICATIONS AND INFORMATION SET FORTH WITHIN THESE CERTIFICATIONS ARE TRUE, COMPLETE AND CORRECT AS OF THE DATE THE SIGNATURE PAGE IS SIGNED. THE APPLICANT IS NOTIFIED THAT IF THE COUNTY LEARNS THAT ANY OF THE FOLLOWING CERTIFICATIONS WERE FALSELY MADE, THAT ANY CONTRACT ENTERED INTO WITH THE APPLICANT SHALL BE SUBJECT TO TERMINATION.

#### A. PERSONS AND ENTITIES SUBJECT TO DISQUALIFICATION

No person or business entity shall be awarded a contract or sub-contract, for a period of five (5) years from the date of conviction or entry of a plea or admission of guilt, civil or criminal, if that person or business entity:

- 1) Has been convicted of an act committed, within the State of Illinois, of bribery or attempting to bribe an officer or employee of a unit of state, federal or local government or school district in the State of Illinois in that officer's or employee's official capacity;
- 2) Has been convicted by federal, state or local government of an act of bid-rigging or attempting to rig bids as defined in the Sherman Anti-Trust Act and Clayton Act, Act. 15 U.S.C. Section 1 *et seq.*;
- 3) Has been convicted of bid-rigging or attempting to rig bids under the laws of federal, state or local government;
- 4) Has been convicted of an act committed, within the State, of price-fixing or attempting to fix prices as defined by the Sherman Anti-Trust Act and the Clayton Act, 15 U.S.C. Section 1, *et seq.*;
- 5) Has been convicted of price-fixing or attempting to fix prices under the laws the State;
- 6) Has been convicted of defrauding or attempting to defraud any unit of state or local government or school district within the State of Illinois;
- 7) Has made an admission of guilt of such conduct as set forth in subsections (1) through (6) above which admission is a matter of record, whether or not such person or business entity was subject to prosecution for the offense or offenses admitted to; or
- 8) Has entered a plea of *nolo contendere* to charge of bribery, price-fixing, bid-rigging, or fraud, as set forth in subparagraphs (1) through (6) above.

In the case of bribery or attempting to bribe, a business entity may not be awarded a contract if an official, agent or employee of such business entity committed the Prohibited Act on behalf of the business entity and pursuant to the direction or authorization of an officer, director or other responsible official of the business entity, and such Prohibited Act occurred within three years prior to the award of the contract. In addition, a business entity shall be disqualified if an owner, partner or shareholder controlling, directly or indirectly, 20% or more of the business entity, or an officer of the business entity has performed any Prohibited Act within five years prior to the award of the Contract.

**THE APPLICANT HEREBY CERTIFIES THAT:** The Applicant has read the provisions of Section A, Persons and Entities Subject to Disqualification, that the Applicant has not committed any Prohibited Act set forth in Section A, and that award of the Contract to the Applicant would not violate the provisions of such Section or of the Code.

#### B. BID-RIGGING OR BID ROTATING

**THE APPLICANT HEREBY CERTIFIES THAT:** In accordance with 720 ILCS 5/33 E-11, neither the Applicant nor any Affiliated Entity is barred from award of this Contract as a result of a conviction for the violation of State laws prohibiting bid-rigging or bid rotating.

#### C. DRUG FREE WORKPLACE ACT

**THE APPLICANT HEREBY CERTIFIES THAT:** The Applicant will provide a drug free workplace, as required by (30 ILCS 580/3).

**D. DELINQUENCY IN PAYMENT OF TAXES**

*THE APPLICANT HEREBY CERTIFIES THAT: The Applicant is not an owner or a party responsible for the payment of any tax or fee administered by Cook County, by a local municipality, or by the Illinois Department of Revenue, which such tax or fee is delinquent, such as bar award of a contract or subcontract pursuant to the Code, Chapter 34, Section 34-171.*

**E. HUMAN RIGHTS ORDINANCE**

No person who is a party to a contract with Cook County ("County") shall engage in unlawful discrimination or sexual harassment against any individual in the terms or conditions of employment, credit, public accommodations, housing, or provision of County facilities, services or programs (Code Chapter 42, Section 42-30 et seq.).

**F. ILLINOIS HUMAN RIGHTS ACT**

*THE APPLICANT HEREBY CERTIFIES THAT: It is in compliance with the Illinois Human Rights Act (775 ILCS 5/2-105), and agrees to abide by the requirements of the Act as part of its contractual obligations.*

**G. INSPECTOR GENERAL (COOK COUNTY CODE, CHAPTER 34, SECTION 34-174 and Section 34-250)**

The Applicant has not willfully failed to cooperate in an investigation by the Cook County Independent Inspector General or to report to the Independent Inspector General any and all information concerning conduct which they know to involve corruption, or other criminal activity, by another county employee or official, which concerns his or her office of employment or County related transaction.

The Applicant has reported directly and without any undue delay any suspected or known fraudulent activity in the County's Procurement process to the Office of the Cook County Inspector General.

**H. CAMPAIGN CONTRIBUTIONS (COOK COUNTY CODE, CHAPTER 2, SECTION 2-585)**

**THE APPLICANT CERTIFIES THAT:** It has read and shall comply with the Cook County's Ordinance concerning campaign contributions, which is codified at Chapter 2, Division 2, Subdivision II, Section 585, and can be read in its entirety at [www.municode.com](http://www.municode.com).

**I. GIFT BAN, (COOK COUNTY CODE, CHAPTER 2, SECTION 2-574)**

**THE APPLICANT CERTIFIES THAT:** It has read and shall comply with the Cook County's Ordinance concerning receiving and soliciting gifts and favors, which is codified at Chapter 2, Division 2, Subdivision II, Section 574, and can be read in its entirety at [www.municode.com](http://www.municode.com).

**J. LIVING WAGE ORDINANCE PREFERENCE (COOK COUNTY CODE, CHAPTER 34, SECTION 34-160)**

Unless expressly waived by the Cook County Board of Commissioners, the Code requires that a living wage must be paid to individuals employed by a Contractor which has a County Contract and by all subcontractors of such Contractor under a County Contract, throughout the duration of such County Contract. The amount of such living wage is annually by the Chief Financial Officer of the County, and shall be posted on the Chief Procurement Officer's website.

The term "Contract" as used in Section 4, I, of this EDS, specifically excludes contracts with the following:

- 1) Not-For Profit Organizations (defined as a corporation having tax exempt status under Section 501(C)(3) of the United States Internal Revenue Code and recognized under the Illinois State not-for-profit law);
- 2) Community Development Block Grants;
- 3) Cook County Works Department;
- 4) Sheriff's Work Alternative Program; and
- 5) Department of Correction Inmates.

SECTION 3

REQUIRED DISCLOSURES

1. DISCLOSURE OF LOBBYIST CONTACTS

List all persons that have made lobbying contacts on your behalf with respect to this contract:

Name \_\_\_\_\_ Address \_\_\_\_\_  
*no persons or entities have lobbying contracts*

2. LOCAL BUSINESS PREFERENCE STATEMENT (CODE, CHAPTER 34, SECTION 34-230)

Local business means a Person, including a foreign corporation authorized to transact business in Illinois, having a bona fide establishment located within the County at which it is transacting business on the date when a Bid is submitted to the County, and which employs the majority of its regular, full-time work force within the County. A Joint Venture shall constitute a Local Business if one or more Persons that qualify as a "Local Business" hold interests totalling over 50 percent in the Joint Venture, even if the Joint Venture does not, at the time of the Bid submittal, have such a bona fide establishment within the County.

a) Is Applicant a "Local Business" as defined above?

Yes:  No: \_\_\_\_\_

b) If yes, list business addresses within Cook County:

1 South Wacker Drive 37th Floor  
Chicago, IL 60606

c) Does Applicant employ the majority of its regular full-time workforce within Cook County?

Yes: \_\_\_\_\_ No:

3. THE CHILD SUPPORT ENFORCEMENT ORDINANCE (CODE, CHAPTER 34, SECTION 34-172)

Every Applicant for a County Privilege shall be in full compliance with any child support order before such Applicant is entitled to receive or renew a County Privilege. When delinquent child support exists, the County shall not issue or renew any County Privilege, and may revoke any County Privilege.

All Applicants are required to review the Cook County Affidavit of Child Support Obligations attached to this EDS (EDS-5) and complete the Affidavit, based on the instructions in the Affidavit.

4. REAL ESTATE OWNERSHIP DISCLOSURES.

The Applicant must indicate by checking the appropriate provision below and providing all required information that either:

- a) The following is a complete list of all real estate owned by the Applicant in Cook County:

PERMANENT INDEX NUMBER(S): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(ATTACH SHEET IF NECESSARY TO LIST ADDITIONAL INDEX NUMBERS)

OR:

- b)  The Applicant owns no real estate in Cook County.

5. EXCEPTIONS TO CERTIFICATIONS OR DISCLOSURES.

If the Applicant is unable to certify to any of the Certifications or any other statements contained in this EDS and not explained elsewhere in this EDS, the Applicant must explain below:

None

If the letters, "NA", the word "None" or "No Response" appears above, or if the space is left blank, it will be conclusively presumed that the Applicant certified to all Certifications and other statements contained in this EDS.

**CALIFORNIA JURAT WITH AFFIANT STATEMENT**

**GOVERNMENT CODE § 8202**

- See Attached Document (Notary to cross out lines 1-6 below)
- See Statement Below (Lines 1-6 to be completed only by document signer[s], *not* Notary)

\_\_\_\_\_  
*Signature of Document Signer No. 1*

\_\_\_\_\_  
*Signature of Document Signer No. 2 (if any)*

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California  
County of LOS ANGELES

Subscribed and sworn to (or affirmed) before me

on this 8th day of JULY, 2015  
by Date Month Year

(1) JANIS B. SALIN

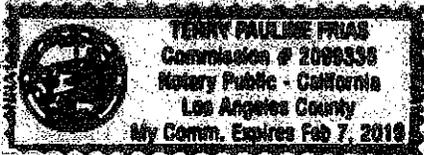
(and) (2) \_\_\_\_\_

*Name(s) of Signer(s)*

proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.

Signature \_\_\_\_\_

*Signature of Notary Public*



*Seal  
Place Notary Seal Above*

**OPTIONAL**

*Though this section is optional, completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.*

**Description of Attached Document**

Title or Type of Document: \_\_\_\_\_ Document Date: \_\_\_\_\_

Number of Pages: \_\_\_\_\_ Signer(s) Other Than Named Above: \_\_\_\_\_

1550-1479/  
Tetra Tech

**COOK COUNTY DISCLOSURE OF OWNERSHIP INTEREST STATEMENT**

The Cook County Code of Ordinances (§2-610 et seq.) requires that any Applicant for any County Action must disclose information concerning ownership interests in the Applicant. This Disclosure of Ownership Interest Statement must be completed with all information current as of the date this Statement is signed. Furthermore, this Statement must be kept current, by filing an amended Statement, until such time as the County Board or County Agency shall take action on the application. The information contained in this Statement will be maintained in a database and made available for public viewing.

If you are asked to list names, but there are no applicable names to list, you must state NONE. An incomplete Statement will be returned and any action regarding this contract will be delayed. A failure to fully comply with the ordinance may result in the action taken by the County Board or County Agency being voided.

"Applicant" means any Entity or person making an application to the County for any County Action.

"County Action" means any action by a County Agency, a County Department, or the County Board regarding an ordinance or ordinance amendment, a County Board approval, or other County agency approval, with respect to contracts, leases, or sale or purchase of real estate.

"Person" "Entity" or "Legal Entity" means a sole proprietorship, corporation, partnership, association, business trust, estate, two or more persons having a joint or common interest, trustee of a land trust, other commercial or legal entity or any beneficiary or beneficiaries thereof.

This Disclosure of Ownership Interest Statement must be submitted by :

- 1. An Applicant for County Action and
- 2. A Person that holds stock or a beneficial interest in the Applicant and is listed on the Applicant's Statement (a "Holder") must file a Statement and complete #1 only under Ownership Interest Declaration.

Please print or type responses clearly and legibly. Add additional pages if needed, being careful to identify each portion of the form to which each additional page refers.

This Statement is being made by the  Applicant or  Stock/Beneficial Interest Holder

This Statement is an:  Original Statement or  Amended Statement

**Identifying Information:**

Name: Tetra Tech, Inc.

D/B/A: NA FEIN NO/SSN (LAST FOUR DIGITS): 8514

Street Address: 3475 East Foothill Blvd.

City: Pasadena State: CA Zip Code: 91107-6024

Phone No.: 828-351-4684 Fax Number: 626-351-6291 Email: NA

Cook County Business Registration Number: \_\_\_\_\_  
(Sole Proprietor, Joint Venture Partnership)

Corporate File Number (if applicable): \_\_\_\_\_

**Form of Legal Entity:**

Sole Proprietor  Partnership  Corporation  Trustee of Land Trust

Business Trust  Estate  Association  Joint Venture

Other (describe) \_\_\_\_\_

**Ownership Interest Declaration:**

1. List the name(s), address, and percent ownership of each Person having a legal or beneficial interest (including ownership) of more than five percent (5%) in the Applicant/Holder.

Name	Address	Percentage Interest In Applicant/Holder
<del>BlackRock Institutional Trust</del>	<del>400 Howard St., San Francisco, CA 94105</del>	<del>8.66%</del>
<del>The Vanguard Group, Inc.</del>	<del>100 Vanguard Blvd., Malvern PA 19355</del>	<del>7.08%</del>
<del>Norges Bank (NBDN)</del>	<del>Bankplassen 2, PO Box 1179 Sentrum NO 0107 Oslo Norway</del>	<del>5.16%</del>

2. If the interest of any Person listed in (1) above is held as an agent or agents, or a nominee or nominees, list the name and address of the principal on whose behalf the interest is held.

Name of Agent/Nominee	Name of Principal	Principal's Address

3. Is the Applicant constructively controlled by another person or Legal Entity?  Yes  No  
 If yes, state the name, address and percentage of beneficial interest of such person, and the relationship under which such control is being or may be exercised.

Name	Address	Percentage of Beneficial Interest	Relationship

**Corporate Officers, Members and Partners Information:**

For all corporations, list the names, addresses, and terms for all corporate officers. For all limited liability companies, list the names, addresses for all members. For all partnerships and joint ventures, list the names, addresses, for each partner or joint venture.

Name	Address	Title (specify title of Office, or whether manager or partner/joint venture)	Term of Office
Dan L. Batrack	3475 E. Foothill Blvd, Pasadena, CA 91107	President, Chairman, Chief Executive Officer	November 17, 2014
Steven M. Burdick	3475 E. Foothill Blvd, Pasadena, CA 91107	Chief Financial Officer and Treasurer	November 17, 2014
Brian M. Carter	3475 E. Foothill Blvd, Pasadena, CA 91107	Senior Vice President, Corporate Controller	November 17, 2014

ADDITIONAL NAMES CONTINUED AT BOTTOM OF PAGE EDS-8

Declaration (check the applicable box):

- I state under oath that the Applicant has withheld no disclosure as to ownership interest in the Applicant nor reserved any information, data or plan as to the intended use or purpose for which the Applicant seeks County Board or other County Agency action.
- I state under oath that the Holder has withheld no disclosure as to ownership interest nor reserved any information required to be disclosed.

Janis B. Salin

Name of Authorized Applicant/Holder Representative (please print or type)

Janis B. Salin

Signature

Janis.Salin@tetrattech.com

E-mail address

Senior Vice President, General  
Counsel and Secretary

Title

July 8, 2015

Date

(626) 351-4664

Phone Number

Subscribed to and sworn before me

this    day of    20  

My commission expires:

X

Notary Public Signature

Notary Seal

(See Attached)

Refer to the complete list of Officers and Directors of the Corporation attached hereto.



## TETRA TECH, INC.

## OFFICERS AND DIRECTORS OF THE CORPORATION

(95-4148514)

## COMPLETE BUSINESS MAILING ADDRESS

TITLE	NAME	Street	City	State	Zip Code
EXECUTIVE VICE PRESIDENT AND PRESIDENT OF WATER, ENVIRONMENT AND INFRASTRUCTURE	Leslie L. Shoemaker	3475 East Foothill Blvd.	Pasadena	CA	91107
EXECUTIVE VICE PRESIDENT AND PRESIDENT OF RESOURCE MANAGEMENT AND ENERGY	Ronald J. Chu	160 Federal Street, 3rd Floor	Boston	MA	02110
EXECUTIVE VICE PRESIDENT FEDERAL PROGRAMS	James R. Pagenkopf	10306 Eaton Place, Suite 340	Fairfax	VA	22030
SENIOR VICE PRESIDENT, CHIEF ENGINEER AND CORPORATE RISK MANAGEMENT OFFICER	William R. Brownlie	3475 East Foothill Blvd.	Pasadena	CA	91107
SENIOR VICE PRESIDENT, CORPORATE ADMINISTRATION	Richard A. Lemmon	3475 East Foothill Blvd.	Pasadena	CA	91107
SENIOR VICE PRESIDENT, GENERAL COUNSEL AND SECRETARY	Janis B. Sain	3475 East Foothill Blvd.	Pasadena	CA	91107
SENIOR VICE PRESIDENT, CHIEF INFORMATION OFFICER	Craig L. Christensen	3475 East Foothill Blvd.	Pasadena	CA	91107
SENIOR VICE PRESIDENT, CORPORATE HUMAN RESOURCES	Kevin P. McDonald	3475 East Foothill Blvd.	Pasadena	CA	91107
CHAIRMAN	Dan L. Batrack	3475 East Foothill Blvd.	Pasadena	CA	91107
DIRECTOR	Hugh M. Grant	3475 East Foothill Blvd.	Pasadena	CA	91107
DIRECTOR	Patrick C. Haden	University of Southern California Athletic Department 3501 Watt Way, Heritage Hall 203A	Los Angeles	CA	90089
DIRECTOR	J. Christopher Lewis	10900 Wilshire Blvd., Suite 150	Los Angeles	CA	90024
DIRECTOR	Kimberly E. Ritrievi	1850 Brightwaters Blvd. NE	St. Petersburg	FL	33704
DIRECTOR	Albert E. Smith	3475 East Foothill Blvd.	Pasadena	CA	91107
DIRECTOR	J. Kenneth Thompson	1120 Huffman Rd., Suite 24 PMS203	Anchorage	AK	99515
DIRECTOR	Richard H. Truly	3475 East Foothill Blvd.	Pasadena	CA	91107
DIRECTOR	Kirsten M. Volpi	c/o Colorado School of Mines 1500 Illinois St.	Golden	CO	80401



**COOK COUNTY BOARD OF ETHICS**  
69 W. WASHINGTON STREET, SUITE 3040  
CHICAGO, ILLINOIS 60602  
312/603-4304 Office 312/603-9988 Fax

**FAMILIAL RELATIONSHIP DISCLOSURE PROVISION**

**Nepotism Disclosure Requirement:**

Doing a significant amount of business with the County requires that you disclose to the Board of Ethics the existence of any familial relationships with any County employee or any person holding elective office in the State of Illinois, the County, or in any municipality within the County. The Ethics Ordinance defines a significant amount of business for the purpose of this disclosure requirement as more than \$25,000 in aggregate County leases, contracts, purchases or sales in any calendar year.

If you are unsure of whether the business you do with the County or a County agency will cross this threshold, err on the side of caution by completing the attached familial disclosure form because, among other potential penalties, any person found guilty of failing to make a required disclosure or knowingly filing a false, misleading, or incomplete disclosure will be prohibited from doing any business with the County for a period of three years. The required disclosure should be filed with the Board of Ethics by January 1 of each calendar year in which you are doing business with the County and again with each bid/proposal/quotation to do business with Cook County. The Board of Ethics may assess a late filing fee of \$100 per day after an initial 30-day grace period.

The person that is doing business with the County must disclose his or her familial relationships. If the person on the County lease or contract or purchasing from or selling to the County is a business entity, then the business entity must disclose the familial relationships of the individuals who are and, during the year prior to doing business with the County, were:

- its board of directors,
- its officers,
- its employees or independent contractors responsible for the general administration of the entity,
- its agents authorized to execute documents on behalf of the entity, and
- its employees who directly engage or engaged in doing work with the County on behalf of the entity.

Do not hesitate to contact the Board of Ethics at (312) 603-4304 for assistance in determining the scope of any required familial relationship disclosure.

**Additional Definitions:**

**"Familial relationship"** means a person who is a spouse, domestic partner or civil union partner of a County employee or State, County or municipal official, or any person who is related to such an employee or official, whether by blood, marriage or adoption, as a:

- |                                  |  |                                       |
|----------------------------------|--|---------------------------------------|
| <input type="checkbox"/> Parent  | <input type="checkbox"/> Grandparent     | <input type="checkbox"/> Stepfather   |
| <input type="checkbox"/> Child   | <input type="checkbox"/> Grandchild      | <input type="checkbox"/> Stepmother   |
| <input type="checkbox"/> Brother | <input type="checkbox"/> Father-in-law   | <input type="checkbox"/> Stepson      |
| <input type="checkbox"/> Sister  | <input type="checkbox"/> Mother-in-law   | <input type="checkbox"/> Stepdaughter |
| <input type="checkbox"/> Aunt    | <input type="checkbox"/> Son-in-law      | <input type="checkbox"/> Stepbrother  |
| <input type="checkbox"/> Uncle   | <input type="checkbox"/> Daughter-in-law | <input type="checkbox"/> Stepsister   |
| <input type="checkbox"/> Niece   | <input type="checkbox"/> Brother-in-law  | <input type="checkbox"/> Half-brother |
| <input type="checkbox"/> Nephew  | <input type="checkbox"/> Sister-in-law   | <input type="checkbox"/> Half-sister  |

**COOK COUNTY BOARD OF ETHICS  
FAMILIAL RELATIONSHIP DISCLOSURE FORM**

**A. PERSON DOING OR SEEKING TO DO BUSINESS WITH THE COUNTY**

Name of Person Doing Business with the County: \_\_\_\_\_

Address of Person Doing Business with the County: \_\_\_\_\_

Phone number of Person Doing Business with the County: \_\_\_\_\_

Email address of Person Doing Business with the County: \_\_\_\_\_

If Person Doing Business with the County is a Business Entity, provide the name, title and contact information for the individual completing this disclosure on behalf of the Person Doing Business with the County:

\_\_\_\_\_  
\_\_\_\_\_

**B. DESCRIPTION OF BUSINESS WITH THE COUNTY**

*Append additional pages as needed and for each County lease, contract, purchase or sale sought and/or obtained during the calendar year of this disclosure (or the preceding calendar year if disclosure is made on January 1), identify:*

The lease number, contract number, purchase order number, request for proposal number and/or request for qualification number associated with the business you are doing or seeking to do with the County: \_\_\_\_\_

The aggregate dollar value of the business you are doing or seeking to do with the County: \$ \_\_\_\_\_

The name, title and contact information for the County official(s) or employee(s) involved in negotiating the business you are doing or seeking to do with the County: \_\_\_\_\_

The name, title and contact information for the County official(s) or employee(s) involved in managing the business you are doing or seeking to do with the County: \_\_\_\_\_

**C. DISCLOSURE OF FAMILIAL RELATIONSHIPS WITH COUNTY EMPLOYEES OR STATE, COUNTY OR MUNICIPAL ELECTED OFFICIALS**

*Check the box that applies and provide related information where needed*

- The Person Doing Business with the County is an individual and there is no familial relationship between this individual and any Cook County employee or any person holding elective office in the State of Illinois, Cook County, or any municipality within Cook County.
- The Person Doing Business with the County is a business entity and there is no familial relationship between any member of this business entity's board of directors, officers, persons responsible for general administration of the business entity, agents authorized to execute documents on behalf of the business entity or employees directly engaged in contractual work with the County on behalf of the business entity, and any Cook County employee or any person holding elective office in the State of Illinois, Cook County, or any municipality within Cook County.

**COOK COUNTY BOARD OF ETHICS  
FAMILIAL RELATIONSHIP DISCLOSURE FORM**

- The Person Doing Business with the County is an individual and there is a familial relationship between this individual and at least one Cook County employee and/or a person or persons holding elective office in the State of Illinois, Cook County, and/or any municipality within Cook County. The familial relationships are as follows:

Name of Individual Doing Business with the County	Name of Related County Employee or State, County or Municipal Elected Official	Title and Position of Related County Employee or State, County or Municipal Elected Official	Nature of Familial Relationship
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

*If more space is needed, attach an additional sheet following the above format.*

- The Person Doing Business with the County is a business entity and there is a familial relationship between at least one member of this business entity's board of directors, officers, persons responsible for general administration of the business entity, agents authorized to execute documents on behalf of the business entity and/or employees directly engaged in contractual work with the County on behalf of the business entity, on the one hand, and at least one Cook County employee and/or a person holding elective office in the State of Illinois, Cook County, and/or any municipality within Cook County, on the other. The familial relationships are as follows:

Name of Member of Board of Director for Business Entity Doing Business with the County	Name of Related County Employee or State, County or Municipal Elected Official	Title and Position of Related County Employee or State, County or Municipal Elected Official	Nature of Familial Relationship
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Name of Officer for Business Entity Doing Business with the County	Name of Related County Employee or State, County or Municipal Elected Official	Title and Position of Related County Employee or State, County or Municipal Elected Official	Nature of Familial Relationship
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Name of Person Responsible  
for the General  
Administration of the  
Business Entity Doing  
Business with the County

Name of Related County  
Employee or State, County or  
Municipal Elected Official

Title and Position of Related  
County Employee or State, County  
or Municipal Elected Official

Nature of Familial  
Relationship\*

Name of Agent Authorized  
to Execute Documents for  
Business Entity Doing  
Business with the County

Name of Related County  
Employee or State, County or  
Municipal Elected Official

Title and Position of Related  
County Employee or State, County  
or Municipal Elected Official

Nature of Familial  
Relationship\*

Name of Employee of  
Business Entity Directly  
Engaged in Doing Business  
with the County

Name of Related County  
Employee or State, County or  
Municipal Elected Official

Title and Position of Related  
County Employee or State, County  
or Municipal Elected Official

Nature of Familial  
Relationship\*

*If more space is needed, attach an additional sheet following the above format.*

**VERIFICATION:** To the best of my knowledge, the information I have provided on this disclosure form is accurate and complete. I acknowledge that an inaccurate or incomplete disclosure is punishable by law, including but not limited to fines and debarment.

*James B. Salva*  
Signature of Recipient

July 8, 2015  
Date

**SUBMIT COMPLETED FORM TO:**

Cook County Board of Ethics  
69 West Washington Street, Suite 3040, Chicago, Illinois 60602  
Office (312) 603-4304 -- Fax (312) 603-9988  
CookCounty.Ethics@cookcountyil.gov

\* Spouse, domestic partner, civil union partner or parent, child, sibling, aunt, uncle, niece, nephew, grandparent or grandchild by blood, marriage (i.e. in laws and step relations) or adoption.

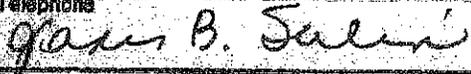
SECTION 4

CONTRACT AND EDS EXECUTION PAGE

PLEASE EXECUTE PAGES 13, 14, & 15

The Applicant hereby certifies and warrants: that all of the statements, certifications and representations set forth in this EDS are true, complete and correct; that the Applicant is in full compliance and will continue to be in compliance throughout the term of the Contract or County Privilege issued to the Applicant with all the policies and requirements set forth in this EDS; and that all facts and information provided by the Applicant in this EDS are true, complete and correct. The Applicant agrees to inform the Chief Procurement Officer in writing if any of such statements, certifications, representations, facts or information becomes or is found to be untrue, incomplete or incorrect during the term of the Contract or County Privilege.

Execution by Corporation

Tetra Tech, Inc.	Dan Batrack 
Corporation's Name	President's Printed Name and Signature
626-351-4864	dan.batrack@tetratech.com
Telephone	Email
	July 8, 2015
Secretary Signature	Date

~~Execution by LLC~~

<del>LLC Name</del>	<del>*Member/Manager Printed Name and Signature</del>
<del>Date</del>	<del>Telephone and Email</del>

~~Execution by Partnership/Joint Venture~~

<del>Partnership/Joint Venture Name</del>	<del>*Partner/Joint Venturer Printed Name and Signature</del>
<del>Date</del>	<del>Telephone and Email</del>

~~Execution by Sole Proprietorship~~

<del>Printed Name Signature</del>	<del>Assumed Name (if applicable)</del>
<del>Date</del>	<del>Telephone and Email</del>

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

My commission expires:

Notary Public Signature

Notary Seal

\*If the operating agreement, partnership agreement or governing documents requiring execution by multiple members, managers, partners, or joint venturers, please complete and execute additional Contract and EDS Execution Pages.

**CALIFORNIA JURAT WITH AFFIANT STATEMENT**

**GOVERNMENT CODE § 8202**

- See Attached Document (Notary to cross out lines 1-6 below)
- See Statement Below (Lines 1-6 to be completed only by document signer[s], not Notary)

\_\_\_\_\_  
*Signature of Document Signer No. 1*

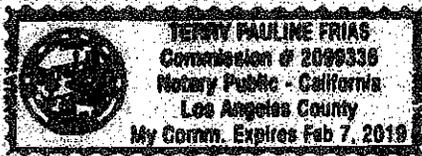
\_\_\_\_\_  
*Signature of Document Signer No. 2 (if any)*

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California  
County of LOS ANGELES

Subscribed and sworn to (or affirmed) before me  
on this 8TH day of JULY, 2015  
by Date Month Year

(1) Janis B. Salin  
(and (2) Dan Batrack ),  
*Name(s) of Signer(s)*



proved to me on the basis of satisfactory evidence  
to be the person(s) who appeared before me.

Signature [Signature]  
*Signature of Notary Public*

*Seal*  
*Place Notary Seal Above*

**OPTIONAL**

*Though this section is optional, completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.*

**Description of Attached Document**

Title or Type of Document: \_\_\_\_\_ Document Date: \_\_\_\_\_

Number of Pages: \_\_\_\_\_ Signer(s) Other Than Named Above: \_\_\_\_\_