

## **AMENDMENT NO. 1**

This Amendment modifies Contract No. 2138-10282B, for Design Engineering Services by and between the County of Cook, Illinois, herein referred to as "County" and CivilTech Engineering, 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 County Board on June 16, 2022 (hereinafter referred to as the "Contract"), wherein the Contractor is to provide Design Engineering Services – Various (Task Orders) (hereinafter referred to as the "Services") from July 1, 2022 through June 30, 2025, in an amount not to exceed \$5,000,000.00, with two (2) one-year renewal options; and

Whereas, the Contract will expire June 30, 2025, and the agreed upon Services are still required; and

Whereas, an increase of the Contract amount is required for the continuation of the Services; and pursuant to Article 10, Section C of the Contract, the County and Contractor desire to increase the Contract in the amount of \$2,000,000.00.

Whereas, pursuant to Article 4, Section C of the Contract, the County and Contractor desire to renew the Contract for one (1) year beginning on July 01, 2025, through June 30, 2026.

Whereas, pursuant to Article 10, Section C of the Contract, the County and Contractor desire to revise Exhibit 4 provided in the Contract.

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 renewed through June 30, 2026.
2. The Contract is increased by \$2,000,00.00 and the Total Contract Amount is revised to \$7,000,000.00.
3. The Contract is hereby amended to incorporate Attachment A in its entirety.
4. The attached updated Identification of Sub-Contractors/Suppliers/Sub-Consultants Form, MBE/WBE Utilization Plan forms, certificate of insurance, and Economic Disclosures Statement under Attachment B are incorporated and made a part of this Contract.
5. All other terms and conditions remain as stated in the Contract.


In witness whereof and pursuant to County Board approval on June 12, 2025 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

CivilTech Engineering, Inc.

By: Raffi Sarrafian  
Chief Procurement Officer

Digitally signed by Raffi Sarrafian  
Date: 2025.07.02 09:09:37 -05'00'

  
Signed

Date: \_\_\_\_\_

Jonthan Vana  
Type or print name

By: James Beligratis  
State's Attorney (if applicable)

President  
Title

James Beligratis  
Type or print name (if applicable)

Date: May 22, 2025

Date: May 1, 2025

**ATTACHMENT A**



**Civiltech Engineering, Inc.**  
www.civiltechinc.com

Two Pierce Place, Suite 1400  
Itasca, IL 60143  
Phone: 630.773.3900  
Fax: 630.773.3975

30 N LaSalle Street, Suite 3220  
Chicago, IL 60602  
Phone: 312.726.5910  
Fax: 312.726.5911

**Transportation Design**

**Traffic Engineering**

**Civil Engineering**

**Construction Engineering**

**Environmental Studies**

**Water Resources**

**Structural Design**

**Right of Way**

**Urban Design**

**Transportation Planning**

**Program Management**

January 23, 2025

Jennifer Killen, P.E., PTOE  
Superintendent  
Cook County Department of Transportation and Highways  
69 W. Washington Street  
Chicago, IL 60602

**Re: Contract 2138-10282B**  
Overhead Rate Change and Addition of Subconsultant

Dear Ms. Killen:

As part of Amendment No. 1 to Contract 2138-10282B, we respectfully request that the overhead rates for the project team members be revised as follows:

Civiltech Engineering, Inc – Revise from 109.60% to 126.61%  
Cera Solutions – Revise from 73.95% to 109.74%  
Czaplicki Lopez, PLLC – Remains unchanged at 140.01%  
DB Sterlin Consultants, Inc – Revise from 119.63% to 124.65%  
GSG Consultants, Inc – Remains unchanged at 126.14%  
Peralte-Clark, LLC – Remains unchanged at 155.54%

T Engineering Services, Ltd – Remains unchanged as Lump Sum Basis  
Santacruz Land Acquisitions – Remains unchanged as Lump Sum Basis

For those firms requesting a change to the rate, either their IDOT-approved SEFC letter or an audited overhead rate calculation from a CPA is attached. We appreciate the opportunity to revise these rates and to continue working with the County on this project.

We are also requesting the addition of a new subconsultant, Jorgensen and Associates. Their IDOT-approved SEFC letter and their wage rate tables are included.

Very truly yours,

Jonathan R. Vana, P.E.  
President

**Civiltech Engineering, Inc.**





# Illinois Department of Transportation

2300 South Dirksen Parkway / Springfield, Illinois / 62764

October 24, 2024

Subject: PRELIMINARY ENGINEERING  
Consultant Unit  
Prequalification File

Jonathan Vana  
CIVILTECH ENGINEERING, INC.  
Two Pierce Place  
Suite 1400  
Itasca, IL 60143

Dear Jonathan Vana,

We have completed our review of your "Statement of Experience and Financial Condition" (SEFC) which you submitted for the fiscal year ending Dec 31, 2023. Your firm's total annual transportation fee capacity will be \$43,200,000.

Your firm's payroll burden and fringe expense rate and general and administrative expense rate totaling 126.61% are approved on a provisional basis. The rate used in agreement negotiations may be verified by our Bureau of Investigations and Compliance in a pre-award audit. Pursuant to 23 CFR 172.11(d), we are providing notification that we will post your company's indirect cost rate to the Federal Highway Administration's Audit Exchange where it may be viewed by auditors from other State Highway Agencies.

Your firm is required to submit an amended SEFC through the Engineering Prequalification & Agreement System (EPAS) to this office to show any additions or deletions of your licensed professional staff or any other key personnel that would affect your firm's prequalification in a particular category. Changes must be submitted within 15 calendar days of the change and be submitted through the Engineering Prequalification and Agreement System (EPAS).

Your firm is prequalified until December 31, 2024. You will be given an additional six months from this date to submit the applicable portions of the "Statement of Experience and Financial Condition" (SEFC) to remain prequalified.

Sincerely,  
Jack Elston, P.E.  
Bureau Chief  
Bureau of Design and Environment

## SEFC PREQUALIFICATIONS FOR CIVILTECH ENGINEERING, INC.

CATEGORY	STATUS
Special Studies - Traffic Studies	X
Special Services - Landscape Architecture	X
Special Studies- Location Drainage	X
Special Plans - Lighting: Typical	X
Location Design Studies - Rehabilitation	X
Location Design Studies - New Construction/Major Reconstruction	X
Highways - Roads and Streets	X
Hydraulic Reports - Pump Stations	X
Hydraulic Reports - Waterways: Typical	X
Special Services - Construction Inspection	X
Structures - Highway: Typical	X
Environmental Reports - Environmental Impact Statement	X
Hydraulic Reports - Waterways: Complex	X
Special Services - Public Involvement	X
Location Design Studies - Reconstruction/Major Rehabilitation	X
Structures - Highway: Simple	X
Special Plans - Traffic Signals	X
Special Studies - Safety	X
Highways - Freeways	X
Special Studies - Feasibility	X
Environmental Reports - Environmental Assessment	X

X	PREQUALIFIED
A	NOT PREQUALIFIED, REVIEW THE COMMENTS UNDER CATEGORY VIEW FOR DETAILS IN EPAS.
S	PREQUALIFIED, BUT WILL NOT ACCEPT STATEMENTS OF INTEREST

**CERA Solutions**

**PAYROLL BURDEN AND OVERHEAD RATE COMPILATION**

**June 11, 2024**



**Troy A. Washko, CPA, P.C.**

1924 E. Sangamon Ave.  
Springfield, IL 62702

217-522-3300 ♦ FAX 217-522-3309

INDEPENDENT ACCOUNTANT'S REPORT ON STATEMENT OF DIRECT LABOR,  
PAYROLL BURDEN AND GENERAL OVERHEAD

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CERA Solutions  
Chicago, Illinois

We have compiled the accompanying Statement of Direct Labor, Payroll Burden and General Overhead of CERA Solutions for the twelve month period ending December 31, 2023.

Management is responsible for the preparation and fair presentation of the accompanying Statement of Direct Labor, Payroll Burden and General Overhead in accordance with accounting principles generally accepted in the United States of America.

We have performed the compilation in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the American Institute of Certified Public Accountants and the Federal Acquisition Regulations-Part 31. We did not audit or review the Statement of Direct Labor, Payroll Burden and General Overhead and accordingly do not express an opinion or provide any form of assurance on the Statement of Direct Labor, Payroll Burden and General Overhead.

A handwritten signature in dark ink, appearing to read 'T. A. Washko', written over a horizontal line.

Troy A. Washko, CPA P.C.  
June 11, 2024

**CERA Solutions**  
**STATEMENT OF DIRECT LABOR, FRINGE BENEFITS & OVERHEAD**  
**FOR THE YEAR ENDED DECEMBER 31, 2023**

<u>Account Description</u>	<u>Acct. Balance</u>	<u>Direct Costs</u>	<u>Disallowed Costs</u>	<u>Allowed Costs</u>	<u>% of Direct Labor</u>
Direct Labor	\$ [REDACTED]	\$ [REDACTED] (A)	\$ [REDACTED] (B)	\$ [REDACTED]	
<b><u>Fringe Benefits</u></b>					
Social Security & Medicare	\$ [REDACTED]		\$ [REDACTED] (C)	\$ [REDACTED]	
FUTA	\$ [REDACTED]			\$ [REDACTED]	
SUI	\$ [REDACTED]			\$ [REDACTED]	
Health & Disability Insurance	\$ [REDACTED]			\$ [REDACTED]	
Retirement Contribution	\$ [REDACTED]			\$ [REDACTED]	
Bonuses	\$ [REDACTED]		\$ [REDACTED] (D)	\$ [REDACTED]	
Total Fringe Benefits	\$ [REDACTED]	\$ -	\$ [REDACTED]	\$ [REDACTED]	29.47%
<b><u>General Overhead:</u></b>					
Indirect Labor	\$ [REDACTED]		\$ [REDACTED] (E)	\$ [REDACTED]	
Education & Training	[REDACTED]			[REDACTED]	
Automobile Expense	[REDACTED]	[REDACTED] (A)	[REDACTED] (G)	[REDACTED]	
Interest Paid	[REDACTED]			[REDACTED]	
Depreciation	[REDACTED]			[REDACTED]	
Professional Fees & Services	[REDACTED]			[REDACTED]	
Rent & Lease	[REDACTED]			[REDACTED]	
Contractual Labor & Consultants	[REDACTED]	[REDACTED] (A)	[REDACTED] (E)	[REDACTED]	
Telephone	[REDACTED]			[REDACTED]	
Office Expense	[REDACTED]			[REDACTED]	
Parking	[REDACTED]			[REDACTED]	
Payroll Fees	[REDACTED]			[REDACTED]	
Software	[REDACTED]			[REDACTED]	
Meals & Entertainment	[REDACTED]		[REDACTED] (E, H)	[REDACTED]	
License & Fees	[REDACTED]			[REDACTED]	
Postage & Shipping	[REDACTED]			[REDACTED]	
Insurance	[REDACTED]			[REDACTED]	
Bank Charges & Fees	[REDACTED]		[REDACTED] (G, I)	[REDACTED]	
Professional Dues	[REDACTED]		[REDACTED] (J)	[REDACTED]	
Vehicle Lease	[REDACTED]	[REDACTED] (A)	[REDACTED] (K)	[REDACTED]	
Travel	[REDACTED]	[REDACTED] (A)		[REDACTED]	
Advertising & Marketing	[REDACTED]		[REDACTED] (E)	[REDACTED]	
Employee/Client Gifts	[REDACTED]		[REDACTED] (E)	[REDACTED]	
Web Hosting	[REDACTED]			[REDACTED]	
Charitable Contributions	[REDACTED]		[REDACTED] (L)	[REDACTED]	
Conferences	[REDACTED]			[REDACTED]	
Dues/Subscriptions	[REDACTED]			[REDACTED]	

**CERA Solutions**  
**STATEMENT OF DIRECT LABOR, FRINGE BENEFITS & OVERHEAD**  
**FOR THE YEAR ENDED DECEMBER 31, 2023**

<u>Account Description</u>	<u>Acct. Balance</u>	<u>Direct Costs</u>	<u>Disallowed Costs</u>	<u>Allowed Costs</u>	<u>% of Direct Labor</u>
Taxes Paid			(M)		
Misc. Other Office Expenses			(E, H)		
Total General Overhead	\$	\$	\$	\$	79.98%
Total Fringe Benefits and Overhead Costs	\$	\$	\$	\$	109.45%
Facilities Capital Cost of Money	\$				0.29%
Total Fringe Benefits and Overhead Rate plus Facilities Capital Cost of Money Rate					109.74%

**CERA Solutions**  
**Criteria for Disallowance**  
**December 31, 2023**

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<b><u>Reference</u></b>	<b><u>Description</u></b>	<b><u>Criteria</u></b>
A	Direct Costs	FAR 31.202
B	Direct Costs – Premium Overtime	FAR 31.202
C	Accounting for unallowable costs	FAR 31.201-6
D	Compensation for Personal Services	FAR 31.205-6
E	Public Relations and Advertising Cost	FAR 31.205-1
F	Compensation for Personal Services	FAR 31.205-6 & The National Compensation Matrix
G	Fines and Penalties	FAR 31.205-15
H	Entertainment	FAR 31.205-14
I	Interest and other financial costs	FAR 31.205-20
J	Lobbying and political activity	FAR 31.25-22
K	Rental Costs	FAR 31.205-36(b)(3)
L	Contributions or donations	FAR 31.205-8
M	Taxes	FAR 31.205-41



# Illinois Department of Transportation

2300 South Dirksen Parkway / Springfield, Illinois / 62764

February 16, 2024

Subject: PRELIMINARY ENGINEERING  
Consultant Unit  
Prequalification File

Regine Jeune  
STERLIN, DB CONSULTANTS, INC.  
123 N. Wacker Drive  
Suite 2000  
Chicago, IL 60606

Dear Regine Jeune,

We have completed our review of your "Statement of Experience and Financial Condition" (SEFC) which you submitted for the fiscal year ending Dec 31, 2022. Your firm's total annual transportation fee capacity will be \$19,200,000.

Your firm's payroll burden and fringe expense rate and general and administrative expense rate totaling 124.65% are approved on a provisional basis. The rate used in agreement negotiations may be verified by our Bureau of Investigations and Compliance in a pre-award audit. Pursuant to 23 CFR 172.11(d), we are providing notification that we will post your company's indirect cost rate to the Federal Highway Administration's Audit Exchange where it may be viewed by auditors from other State Highway Agencies.

Your firm is required to submit an amended SEFC through the Engineering Prequalification & Agreement System (EPAS) to this office to show any additions or deletions of your licensed professional staff or any other key personnel that would affect your firm's prequalification in a particular category. Changes must be submitted within 15 calendar days of the change and be submitted through the Engineering Prequalification and Agreement System (EPAS).

Your firm is prequalified until December 31, 2023. You will be given an additional six months from this date to submit the applicable portions of the "Statement of Experience and Financial Condition" (SEFC) to remain prequalified.

Sincerely,  
Jack Elston, P.E.  
Bureau Chief  
Bureau of Design and Environment



## SEFC PREQUALIFICATIONS FOR STERLIN, DB CONSULTANTS, INC.

CATEGORY	STATUS
Special Plans - Traffic Signals	X
Special Studies - Traffic Studies	X
Special Services - Construction Inspection	X
Special Studies- Location Drainage	X
Special Studies - Feasibility	A
Special Studies - Safety	X
Location Design Studies - New Construction/Major Reconstruction	A
Location Design Studies - Reconstruction/Major Rehabilitation	A
Highways - Roads and Streets	X
Special Services - Surveying	X
Location Design Studies - Rehabilitation	X
Special Services - Subsurface Utility Engineering	X
Highways - Freeways	X
Structures - Highway: Typical	X
Structures - Highway: Simple	X
Structures - Highway: Advanced Typical	X
Structures - Railroad	X
Structures - Highway: Complex	X
Structures - Moveable	X

X	PREQUALIFIED
A	NOT PREQUALIFIED, REVIEW THE COMMENTS UNDER CATEGORY VIEW FOR DETAILS IN EPAS.
S	PREQUALIFIED, BUT WILL NOT ACCEPT STATEMENTS OF INTEREST



# Illinois Department of Transportation

2300 South Dirksen Parkway / Springfield, Illinois / 62764

January 8, 2025

Subject: PRELIMINARY ENGINEERING  
Consultant Unit  
Prequalification File

Rhonda White  
JORGENSEN & ASSOC., INC.  
120 Park Avenue  
Lake Villa, IL 60046

Dear Rhonda White,

We have completed our review of your "Statement of Experience and Financial Condition" (SEFC) which you submitted for the fiscal year ending Dec 31, 2023. Your firm's total annual transportation fee capacity will be \$1,600,000.

Your firm's payroll burden and fringe expense rate and general and administrative expense rate totaling 150.44% are approved on a provisional basis. The rate used in agreement negotiations may be verified by our Bureau of Investigations and Compliance in a pre-award audit. Pursuant to 23 CFR 172.11(d), we are providing notification that we will post your company's indirect cost rate to the Federal Highway Administration's Audit Exchange where it may be viewed by auditors from other State Highway Agencies.

Your firm is required to submit an amended SEFC through the Engineering Prequalification & Agreement System (EPAS) to this office to show any additions or deletions of your licensed professional staff or any other key personnel that would affect your firm's prequalification in a particular category. Changes must be submitted within 15 calendar days of the change and be submitted through the Engineering Prequalification and Agreement System (EPAS).

Your firm is prequalified until December 31, 2024. You will be given an additional six months from this date to submit the applicable portions of the "Statement of Experience and Financial Condition" (SEFC) to remain prequalified.

Sincerely,  
Jack Elston, P.E.  
Bureau Chief  
Bureau of Design and Environment

## SEFC PREQUALIFICATIONS FOR JORGENSEN & ASSOC., INC.

CATEGORY	STATUS
Special Services - Surveying	X

X	PREQUALIFIED
A	NOT PREQUALIFIED, REVIEW THE COMMENTS UNDER CATEGORY VIEW FOR DETAILS IN EPAS.
S	PREQUALIFIED, BUT WILL NOT ACCEPT STATEMENTS OF INTEREST

JORGENSEN & ASSOCIATES, INC.

### Actual Average and Maximum Hourly Rates by Personnel and Classification

[illegible]

**ATTACHMENT B**



**COOK COUNTY**  
**OFFICE OF THE**  
**Chief Procurement**  
**Officer**

161 N. Clark  
Suite 2300  
Chicago, Illinois 60601

Date: May 6, 2025

TO: Raffi Sarrafian, Chief Procurement Officer  
Office of the Chief Procurement Officer

FROM: JEANETTA CARDINE  
Jeanetta Cardine, Deputy Director  
Compliance Center of Excellence  
Center of Business Enterprise Development

RE: Contract No. 2138-10282B Amendment no. 1  
Design Engineering Services  
Department of Transportation and Highways  
Competitive Bid: Professional Services  
Contractor: CivilTech Engineering, Inc.  
Original Contract Value: \$7,000,000.00  
Original Contract Term: 7/1/2022 – 6/30/2025  
Amendment 1 renews the contract for one year through June 30, 2026, and increases the contract value by \$2,000,000.00 to a total contract value of \$7,000,000.00  
Revised Contract Term: 7/1/2022 – 6/30/2026  
Revised Contract Value: \$7,000,000.00  
Participation Goal: 35% DBE

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The Center of Business Enterprise Development is in receipt of the above-referenced contract amendment and has reviewed this contract for compliance with the Minority and Women owned Business Enterprises (MBE/WBE) Ordinance. After careful review of our records as reported by the vendor, it has been determined the vendor is in compliance with the MBE/WBE Ordinance.



**COOK COUNTY**  
**OFFICE OF THE**  
**Chief Procurement**  
**Officer**

**Utilization Plan from Original Contract (Based on contract value of \$5,000,000.00)**

<b><u>Vendor</u></b>	<b><u>Status</u></b>	<b><u>Certifying</u></b> <b><u>Agency</u></b>	<b><u>Commitment</u></b> <b><u>(Direct)*</u></b>
Peralte-Clark, LLC	DBE	CTA	12%
Czaplicki Lopez, PLLC	DBE	PACE	5%
DB Sterlin Consultants, Inc.	DBE	IDOT	5%
GSG Consultants, Inc.	DBE	METRA	3%
Vaughn Management LLC	DBE	IL UCP	10%
dba CERA Solutions			
Santacruz Associates Ltd.	DBE	City of Chicago	3%
<b>Total</b>			<b>38% DBE</b>

**Utilization Plan from Original Contract (Based on contract value of \$7,000,000.00)**

<b><u>Vendor</u></b>	<b><u>Status</u></b>	<b><u>Certifying</u></b> <b><u>Agency</u></b>	<b><u>Commitment</u></b> <b><u>(Direct)*</u></b>
Peralte-Clark, LLC	DBE	CTA	12%
Czaplicki Lopez, PLLC	DBE	PACE	5%
DB Sterlin Consultants, Inc.	DBE	IDOT	5%
GSG Consultants, Inc.	DBE	METRA	3%
Vaughn Management LLC	DBE	IL UCP	10%
dba CERA Solutions			
Santacruz Associates Ltd.	DBE	City of Chicago	3%
<b>Total</b>			<b>38% DBE</b>

JC/mk

CC: Rahel Abraham, (OCPO)  
Noel Basquin, (DOTH)

Attach additional sheets as needed.

**DBE LETTER OF INTENT - FORM 2**

DBE Firm: GSG Consultants, Inc.

Certifying Agency: \_\_\_\_\_

Contact Person: Ala Sassila

Certification Expiration Date: \_\_\_\_\_

Address: 735 Remington Road

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

City/State: Schaumburg, IL 60073  
Zip: \_\_\_\_\_  
(630)994-2600 N/A

Bid/Proposal/Contract #: 2138-10282

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

FEIN #: 83-4518746

Email: asassila@gsg-consultants.com

Participation: ☒ Direct ☐ Indirect

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

Geotechnical and geotechnical services for various task orders

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

3 percent of total contract value

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 DBE 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.

Ala Sassila

Signature (DBE)

Ala Sassila, PhD, PE

Print Name

GSG Consultants, Inc.

Firm Name

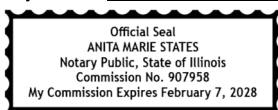
4/29/2025

Date

Subscribed and sworn before me

this 29th day of April, 20 25.

Notary Public Anita Marie States



SEAL

Jonathan Vana

Signature (Prime Bidder/Proposer)

Jonathan Vana

Print Name

Civiltech Engineering, Inc.

Firm Name

04.28.2025

Date

Subscribed and sworn before me

this 28 day of April, 20 25.

Notary Public Kyle E Mishler



SEAL



April 23, 2025

Guillermo Garcia  
GSG Consultants, Inc.  
735 Remington Road  
Schaumburg, IL 60173

Dear Mr. Garcia:

Metra has reviewed your Declaration of Eligibility (DOE) and supporting documentation and is pleased to inform you that your firm continues to meet the Disadvantaged Business Enterprise (DBE) program certification eligibility standards set forth in 49 CFR Part 26. Your next DOE is due **December 1, 2025**.

This certification allows your firm to participate as a DBE in the Illinois Unified Certification Program (IL UCP). The participating agencies include the Illinois Department of Transportation, the City of Chicago, the Chicago Transit Authority, Metra, and Pace.

If there is any change in your certification that affects your ability to meet size standards, disadvantaged status, ownership, or control requirements or any material change in the information provided in your initial application, you must provide written notification to this agency within thirty (30) days of the occurrence of the change. Failure to provide this information is grounds for removal of certification based on failure to cooperate pursuant to 49 CFR 26.109(c).

The firm's name will appear in the IL UCP directory, which is used by prime contractors /consultants, as well as other agencies, to solicit participation of DBE firms. The Directory can be accessed at [www.metra.com](http://www.metra.com) under the Office of Diversity & Business Enterprise link. The firm will appear in IL UCP directory under the following:

NAICS Codes: 237310, 237990, 541330, 541360, 562910

Specialty: 237310 - Construction Management, Highway, Road, Street and Bridge  
237990 - Construction Management, Mass Transit  
541330 - Geo-Technical Engineering, Civil Engineering, Construction  
Inspection, Industrial Hygiene  
541360 - Geophysical Surveying and Mapping Services  
562910 - Remediation Services

Your participation on contracts will only be credited toward DBE contract goals when your firm performs in a Commercially Useful Function (CUF) in its approved area(s) of specialty.

Sincerely,



Adriana Mena  
Sr. DBE Certification Specialist  
Office of Diversity & Business Enterprise

Attach additional sheets as needed.

**DBE LETTER OF INTENT - FORM 2**

DBE Firm: Vaughn Management, LLC dba Cera Solutions Certifying Agency: Pace Suburban Bus  
Contact Person: Stephen Vaughn Certification Expiration Date: 08.01.2025  
Address: 125 S. Wacker Drive, Suite 300 Ethnicity: African-American  
City/State: Chicago, IL Zip: 60606 Bid/Proposal/Contract #: 2138-10282  
773.997.2204 Phone:  Fax: N/A FEIN #: 83-0645194  
Email: svaughn@cerasolutions.com  
Participation: ☒ Direct ☐ Indirect

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

Design support for various task orders

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

10 percent of total contract value

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 DBE 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 (DBE)

Stephen Vaughn

Print Name

Vaughn Management LLC dba CERA Solutions

Firm Name

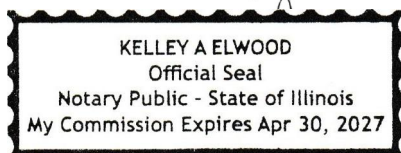
04.29.2025

Date

Subscribed and sworn before me

this 29th day of April, 2025.

Notary Public Kelley A. Elwood



SEAL

[Signature]  
Signature (Prime Bidder/Proposer)

Jonathan Vana

Print Name

Civiltech Engineering, Inc.

Firm Name

04.28.2025

Date

Subscribed and sworn before me

this 28 day of April, 2025.

Notary Public [Signature]



SEAL

Revised: 5/29/15



Melinda J. Metzger  
Executive Director

June 4, 2024

Mr. Stephen Vaughn  
Vaughn Management, LLC dba CERA Solutions  
1 N. State St, Suite 1500  
Chicago, IL 60602

Dear Mr. Vaughn:

**Pace** has reviewed your Declaration of Eligibility and supporting documentation and is pleased to inform you that your firm continues to meet the Disadvantaged Business Enterprise (DBE) program certification eligibility standards set forth in 49 CFR Part 26. Your next Declaration of Eligibility is due **August 1, 2025**. A notification will be sent to you sixty (60) days prior to this date.

This certification allows your firm to participate as a DBE in the Illinois Unified Certification Program (IL UCP). The participating agencies include the Illinois Department of Transportation, the City of Chicago, the Chicago Transit Authority, Metra and Pace.

If there is any change in your certification that affects your ability to meet size standards, disadvantaged status, ownership, or control requirements or any material change in the information provided in your initial application, you must provide written notification, including a duly executed Declaration of Eligibility with the notice, to this agency within thirty (30) days of the occurrence of the change. Failure to provide this information is a ground for removal of certification based on failure to cooperate pursuant to 49 CFR 26.109(c).

Your firm's name will appear in the IL UCP Directory, which is used by prime contractors/consults, as well as other agencies, to solicit participation of DBE firms. The directory can be accessed at <https://pace.diversitycompliance.com/>. Your firm's name will appear in the Directory under the commodity codes and specialties listed on the following page.

Your participation on contracts will only be credited toward DBE contract goals when your firm performs in a Commercially Useful Function (CUF) in its approved area(s) of specialty.

Sincerely,

Chi Kwan Tang  
Diversity Programs

## **Disadvantaged Business Enterprise (DBE) Certification**

June 4, 2024  
Vaughn Management, LLC dba CERA Solutions  
1 N. State St, Suite 1500  
Chicago, IL 60602

Your firm's name will appear in the IL UCP DBE Directory, which is used by prime contractors/consultants, as well as other agencies, to solicit participation of DBE firms. The directory can be accessed at <https://pace.diversitycompliance.com/>. Your firm's name will appear in the Directory under the following commodity codes and specialties:

### **Commodity Codes:**

NAICS 541330: ENGINEERING SERVICES  
NAICS 541350: BUILDING INSPECTION SERVICES  
NAICS 561110: OFFICE ADMINISTRATIVE SERVICES

### **In the following Specialties:**

NAICS 541330: Engineering Services (Specialty – Engineering services construction inspection); NAICS 541350: Building Inspection Services; NAICS 561110: Office Administrative Services (Specialty – Administrative management services)

Attach additional sheets as needed.

**DBE LETTER OF INTENT - FORM 2**

DBE Firm: DB Sterlin Consultants, Inc.

Regine Jeune

Contact Person: \_\_\_\_\_

Address: 123 N. Wacker Drive, Suite 2000

City/State: Chicago, IL 60606  
Zip: \_\_\_\_\_  
(312)857-1006 N/A

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: rjeune@dbsterlin.com

Participation: ☒ Direct ☐ Indirect

Certifying Agency: Illinois Department of Transportation

Certification Expiration Date: 06/01/2025

Ethnicity: African-American

Bid/Proposal/Contract #: 2138-10282

FEIN #: 36-4149498

Will the DBE firm be subcontracting any of the goods or services of this contract to another firm?

☒ No ☐ Yes – Please attach explanation. Proposed Subcontractor(s): \_\_\_\_\_

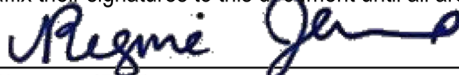
The undersigned DBE is prepared to provide the following Commodities/Services for the above named Project/ Contract: *(If more space is needed to fully describe DBE Firm's proposed scope of work and/or payment schedule, attach additional sheets)*

Survey and ROW documents for various task orders

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

5 percent of total contract value

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 DBE 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 (DBE)

Regine Jeune

Print Name

DB STERLIN CONSULTANTS, INC.

Firm Name

4/29/2025

Date

Subscribed and sworn before me

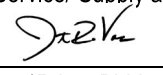
this 29th day of April, 20 25.

Notary Public 



SEAL

DBE Letter of Intent - Form 2

  
Signature (Prime Bidder/Proposer)

Jonathan Vana

Print Name

Civiltech Engineering, Inc.

Firm Name

04.28.2025

Date

Subscribed and sworn before me

this 28 day of April, 20 25.

Notary Public 



SEAL

Revised: 5/29/15



# Illinois Department of Transportation

Office of Business & Workforce Diversity  
2300 South Dirksen Parkway / Springfield, Illinois 62764

May 28, 2024

CERTIFIED – RETURN RECEIPT REQUESTED

Ms. Florence Sterlin  
D B Sterlin Consultants, Inc.  
123 N. Wacker Dr., Ste. 2300  
Chicago, IL 60606

Dear Ms. Sterlin

The Illinois Department of Transportation (IDOT) has approved the *No Change Affidavit* for D B Sterlin Consultants, Inc. and determined that the firm continues to meet DBE eligibility standards to perform work towards DBE goals.

To remain certified and in good standing, you must annually submit a *No Change Affidavit*. Your firm's next affidavit is due on **June 1, 2025**. IDOT will send an affidavit form 60 days prior to that date.

Should the submitted information change, you are required to notify IDOT's Bureau of Small Business Enterprises within 30 days of the change.

**Note:** Pursuant to 49 CFR Part 26.83(i), whenever there is a change in circumstances affecting your firm's eligibility status, your firm must provide written notification to IDOT within 30 days of the occurrence of the change. If you fail to make timely notification, it may result in the loss of your firm's certification.

If you have any questions, please contact the Bureau of Small Business Enterprises at (217) 782-5490.

Sincerely,

A handwritten signature in blue ink, reading "Debra A. Clark".

Debra A. Clark  
Interim DBE Certification Section Manager  
Bureau of Small Business Enterprises



Attach additional sheets as needed.

**DBE LETTER OF INTENT - FORM 2**

DBE Firm: Czaplicki Lopez, PLLC Certifying Agency: Pace  
Contact Person: Paul Lopez Certification Expiration Date: 8/1/2025  
Address: 201 Kenmare Drive Ethnicity: Hispanic  
City/State: Burr Ridge, IL Zip: 60527 Bid/Proposal/Contract #: 2138-10282  
Phone: (630)915-8861 Fax: N/A FEIN #: 83-4518746  
Email: Paul.Lopez@czaplickilopez.com  
Participation: ☒ Direct ☐ Indirect

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

Structural engineering for various task orders

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

5 percent of total contract value

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 DBE 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.

Paul M Lopez  
Signature (DBE)

Paul M. Lopez

Print Name

Czaplicki Lopez, PLLC

Firm Name

4/30/2025

Date

Subscribed and sworn before me

this 30 day of April, 2025.

Notary Public EJ Bronte

SEAL

Jonathan Vana  
Signature (Prime Bidder/Proposer)

Jonathan Vana

Print Name

Civiltech Engineering, Inc.

Firm Name

5/2/2025

Date

Subscribed and sworn before me

this 28 day of April, 2025.

Notary Public Kyle E Mishler



SEAL

July 11, 2024

Mr. Paul M. Lopez  
Czaplicki Lopez PLLC  
201 Kenmare Drive  
Burr Ridge, IL 60527

Dear Mr. Lopez:

**Pace** has reviewed your Declaration of Eligibility and supporting documentation and is pleased to inform you that your firm continues to meet the Disadvantaged Business Enterprise (DBE) program certification eligibility standards set forth in 49 CFR Part 26. Your next Declaration of Eligibility is due **August 1, 2025**. A notification will be sent to you sixty (60) days prior to this date.

This certification allows your firm to participate as a DBE in the Illinois Unified Certification Program (IL UCP). The participating agencies include the Illinois Department of Transportation, the City of Chicago, the Chicago Transit Authority, Metra and Pace.

If there is any change in your certification that affects your ability to meet size standards, disadvantaged status, ownership, or control requirements or any material change in the information provided in your initial application, you must provide written notification, including a duly executed Declaration of Eligibility with the notice, to this agency within thirty (30) days of the occurrence of the change. Failure to provide this information is a ground for removal of certification based on failure to cooperate pursuant to 49 CFR 26.109(c).

Your firm's name will appear in the IL UCP Directory, which is used by prime contractors/consults, as well as other agencies, to solicit participation of DBE firms. The directory can be accessed at <https://pace.diversitycompliance.com/>. Your firm's name will appear in the Directory under the commodity codes and specialties listed on the following page.

Your participation on contracts will only be credited toward DBE contract goals when your firm performs in a Commercially Useful Function (CUF) in its approved area(s) of specialty.

Sincerely,



Carrie Horner  
Pace Disadvantaged Business Enterprise  
Diversity Programs



## **Disadvantaged Business Enterprise (DBE) Certification**

July 11, 2024  
Czaplicki Lopez PLLC  
201 Kenmare Drive  
Burr Ridge, IL 60527

Your firm's name will appear in the IL UCP DBE Directory, which is used by prime contractors/consultants, as well as other agencies, to solicit participation of DBE firms. The directory can be accessed at <https://pace.diversitycompliance.com/>. Your firm's name will appear in the Directory under the following commodity codes and specialties:

**Commodity Codes:**

NAICS 541330: ENGINEERING SERVICES

**In the following Specialties:**

NAICS 541330 – Engineering Services (Specialty: Highways, railways and heavy infrastructure, Civil and structural engineering services, Planning, design, construction engineering and design-build services)

Attach additional sheets as needed.

**DBE LETTER OF INTENT - FORM 2**

DBE Firm: Peralte Clark, LLC

Certifying Agency: Chicago Transit Authority

Contact Person: Jean-Alix Peralte

Certification Expiration Date: May 26, 2025

Address: 44 South Vail Avenue, Suite 201

Ethnicity: African-American

City/State: Arlington Heights, IL 60005

Bid/Proposal/Contract #: 2138-10282

Zip: (847)485-8069 N/A

FEIN #: 814901924

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: jean.Alix.Peralte@peralteclark.com

Participation: ☒ Direct ☐ Indirect

Will the DBE firm be subcontracting any of the goods or services of this contract to another firm?

☒ No ☐ Yes – Please attach explanation. Proposed Subcontractor(s): \_\_\_\_\_

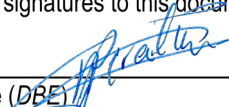
The undersigned DBE is prepared to provide the following Commodities/Services for the above named Project/ Contract: *(If more space is needed to fully describe DBE Firm's proposed scope of work and/or payment schedule, attach additional sheets)*

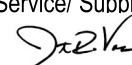
Design support for various task orders

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

12 percent of total contract value

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 DBE 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 (DBE) 

Signature (Prime Bidder/Proposer) 

Jean-Alix Peralte

Jonathan Vana

Print Name

Print Name

Peralte-Clark, LLC

Civiltech Engineering, Inc.

Firm Name

Firm Name

April 29, 2025

04.28.2025

Date


Date

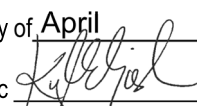
Subscribed and sworn before me

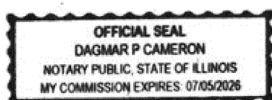
Subscribed and sworn before me

this 29th day of April, 2025.

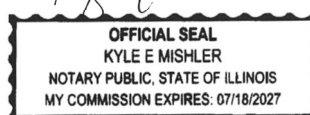
this 28 day of April, 2025.

Notary Public 

Notary Public 



SEAL



SEAL



May 9, 2024

Mr. Jean-Alix Peralte  
Peralte-Clark, LLC  
1601 W. Colonial Parkway  
Inverness, IL 60067

Dear Mr. Peralte:

**The Chicago Transit Authority** has reviewed your No Change Affidavit and supporting documentation and is pleased to inform you that your firm continues to meet the Disadvantaged Business Enterprise (DBE) program certification eligibility standards set forth in 49 CFR Part 26. Your next No Change Affidavit is due **May 26, 2025**. A notification will be sent to you sixty (60) days prior to this date.

This certification allows your firm to participate as a DBE in the Illinois Unified Certification Program (IL UCP). The participating agencies include the Illinois Department of Transportation, the City of Chicago, the Chicago Transit Authority, Metra and Pace.

If there is any change in your certification that affects your ability to meet size standards, disadvantaged status, ownership, or control requirements or any material change in the information provided in your initial application, you must provide written notification to this agency within thirty (30) days of the occurrence of the change. Failure to provide this information is a ground for removal of certification based on failure to cooperate pursuant to 49 CFR 26.109(c).

Your firm's name will appear in the IL UCP Directory, which is used by prime contractors/consultants, as well as other agencies, to solicit participation of DBE firms. The directory can be accessed at <https://webapps.dot.illinois.gov/UCP/ExternalSearch>. Your firm's name will appear in the Directory under the following commodity codes and specialties:

Commodity Codes:

NAICS 541330: CIVIL ENGINEERING SERVICES  
NAICS 541330: CONSTRUCTION ENGINEERING SERVICES  
NAICS 541330: ENGINEERING SERVICES

Your participation on contracts will only be credited toward DBE contract goals when your firm performs in a Commercially Useful Function (CUF) in its approved area(s) of specialty.

Please direct all inquiries and any questions to this agency at **312-681-2601**.

Sincerely,

Senior Manager, Certification & Compliance Programs  
Chicago Transit Authority  
Phone: 312.681.2600  
Email: [diversity@transitchicago.com](mailto:diversity@transitchicago.com)

Attach additional sheets as needed.

**DBE LETTER OF INTENT - FORM 2**

DBE Firm: Santacruz Land Acquisitions

Certifying Agency: City of Chicago

Contact Person: Javier Steve Santacruz

Certification Expiration Date: 1/15/2026

Address: 222 Northfield Road

Ethnicity: Hispanic

City/State: Northfield, IL 60093

Bid/Proposal/Contract #: 2138-10282

Phone: (847)251-5800 Zip: N/A

FEIN #: 36-3851733

Fax: \_\_\_\_\_

Email: jsteve@santacruz-associates.com

Participation: ☒ Direct ☐ Indirect

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

Land acquisition services for various task orders

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

3 percent of total contract value

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 DBE 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.

[Signature]  
Signature (DBE)

[Signature]  
Signature (Prime Bidder/Proposer)

Javier Steve Santacruz

Jonathan Vana

Print Name

Print Name

Santacruz Associates Ltd.

Civiltech Engineering, Inc.

Firm Name

Firm Name

4/30/2025

04.28.2025

Date

Date

Subscribed and sworn before me

Subscribed and sworn before me

this 30 day of April, 20 25

this 28 day of April, 20 25

Notary Public [Signature]

Notary Public [Signature]



SEAL

Revised: 5/29/15





# Illinois Department of Transportation

Office of Business & Workforce Diversity  
2300 South Dirksen Parkway / Springfield, Illinois 62764

May 3, 2024

CERTIFIED – RETURN RECEIPT REQUESTED

Mr. J. Steve Santacruz  
Santacruz Associates, Ltd.  
dba Santacruz Land Acquisitions  
222 Northfield Rd.  
Northfield, IL 60093

Dear Mr. Santacruz

The Illinois Department of Transportation (IDOT) has approved the *No Change Affidavit* for Santacruz Associates, Ltd., dba Santacruz Land Acquisitions and determined that the firm continues to meet DBE eligibility standards to perform work towards DBE goals.

To remain certified and in good standing, you must annually submit a *No Change Affidavit*. Your firm's next affidavit is due on **June 1, 2025**. IDOT will send an affidavit form 60 days prior to that date.

Should the submitted information change, you are required to notify IDOT's Bureau of Small Business Enterprises within 30 days of the change.

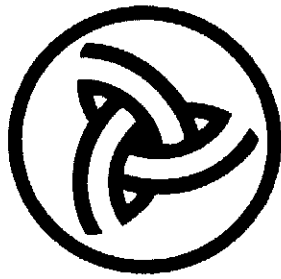
**Note:** Pursuant to 49 CFR Part 26.83(i), whenever there is a change in circumstances affecting your firm's eligibility status, your firm must provide written notification to IDOT within 30 days of the occurrence of the change. If you fail to make timely notification, it may result in the loss of your firm's certification.

If you have any questions, please contact the Bureau of Small Business Enterprises at (217) 782-5490.

Sincerely,

A handwritten signature in blue ink, reading "Debra A. Clark".

Debra A. Clark  
Interim DBE Certification Section Manager  
Bureau of Small Business Enterprises



# Illinois Department of Transportation

**Santacruz Associates, Ltd.**

is hereby certified as a

## **Disadvantaged Business Enterprise**

This certificate is valid under current firm ownership and operational control only and supercedes any authorization or listing previously issued.

Ann L. Schneider  
Acting Secretary  
Illinois Department of Transportation

Carol Lyle  
Bureau Chief  
Bureau of Small Business Enterprises

Effective the 26<sup>th</sup> day of July 2011



OFFICE OF CONTRACT COMPLIANCE

**JACQUELINE GOMEZ**

DIRECTOR

118 N Clark Street • Chicago, Illinois 60602 • (312) 603-5502

**TONI PRECKWINKLE**

PRESIDENT

**Cook County Board  
of Commissioners**

RICHARD R. BOYKIN  
1st District

ROBERT STEELE  
2nd District

JERRY BUTLER  
3rd District

STANLEY MOORE  
4th District

DEBORAH SIMS  
5th District

JOAN PATRICIA MURPHY  
6th District

JESUS G. GARCIA  
7th District

LUIS ARROYO, JR.  
8th District

PETER N. SILVESTRI  
9th District

BRIDGET GAINER  
10th District

JOHN P. DALEY  
11th District

JOHN A. FRITCHEY  
12th District

LARRY SUFFREDIN  
13th District

GREGG GOSLIN  
14th District

TIMOTHY O. SCHNEIDER  
15th District

JEFFREY R. TOBOLSKI  
16th District

ELIZABETH ANN DOODY GORMAN  
17th District

December 5, 2014

Mr. J. Steve Santacruz, President  
**Santacruz Associates, Ltd.**  
2650 Valor Drive  
Glenview, IL 60026

Dear Mr. Santacruz,

Cook County Board President Toni Preckwinkle and City of Chicago Mayor Rahm Emanuel have launched a reciprocal Minority and Women Business Enterprise initiative. This initiative will allow your business to be certified by either the County or City, and have that certification apply to both agencies. This combined effort by the County and City will lessen the financial burden and streamline the certification process by providing a "one stop shop" for MBE/WBEs interested in participating in County and City procurement opportunities.

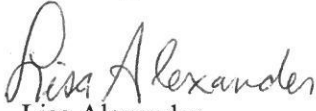
**Santacruz Associates, Ltd.** is currently certified by the City of Chicago as a **MBE**.

**This letter is to notify you that your designated Host Agency will be the City of Chicago and your M/WBE certification will be recognized for Cook County contracts, provided that your status with the City of Chicago's M/WBE Program remains in good standing.** As such, you will no longer be required to submit your annual No Change Affidavit to Cook County Government.

Please note that if you are currently certified with the City of Chicago in a *non-construction* area i.e., professional services or goods, the County Code requires that you do not exceed 1.) the S.B.A. Size Standards and, 2.) Personal Net Worth standards of approximately \$2MM. If you are a non-construction firm and wish to participate as an MBE/WBE in an upcoming County contract, you must submit an affidavit regarding your Size and Personal Net Worth at the time of the bid. You can download the affidavit from [www.cookcountyil.gov/contractcompliance](http://www.cookcountyil.gov/contractcompliance).

If you have further questions and/or comments, please contact Lisa Alexander at 312-603-5513.

Sincerely,

  
Lisa Alexander  
Deputy Director



CITY OF CHICAGO

DEPARTMENT OF PROCUREMENT SERVICES

MAR 12 2024

J. Steve Santacruz  
Santacruz Associates, Ltd. dba Santacruz Land Acquisition  
222 Northfield Rd., Suite 201  
Northfield, IL 60093

RE: CONTINUATION OF CERTIFICATION

Dear Mr. Santacruz:

We are pleased to inform you that **Santacruz Associates Ltd., dba Santacruz Land Acquisition** continues to be certified as a **Minority-Owned Business Enterprise ("MBE")** by the City of Chicago ("City"). This **MBE** recertification is a continuation of your previous certification which expired **January 15, 2024** and will remain effective for as long as your firm continues to meet all certification eligibility requirements and is contingent upon the firm affirming its eligibility by filing an **annual No-Change Affidavit** each year. In the past the City has provided you with an annual letter confirming your certification; such letters will no longer be issued. Therefore, we require you to be even more diligent in filing your **annual No-Change Affidavit 60 calendar days before your annual anniversary date of January 15<sup>th</sup>**.

It is now your responsibility to check the City's certification directory and verify your certification status. As a condition of continued certification, you must **file an annual No-Change Affidavit by your anniversary date of January 15<sup>th</sup>**. Please remember, you have an affirmative duty to file your No-Change Affidavit 60 days prior to the anniversary date for timely processing. Failure to file your annual No-Change Affidavit may result in the suspension or rescission of your certification.

It is important to note that you also have an ongoing affirmative duty to notify the City of any changes in ownership or control of your firm, or any other fact affecting your firm's eligibility for certification **within 10 days** of such change. These changes may include but are not limited to a change of address, change of business structure, change in ownership or ownership structure, change of business operations, gross receipts and or personal net worth that exceed the program threshold. Failure to provide the City with timely notice of such changes may result in the suspension or rescission of your certification. In addition, you may be liable for civil penalties under Chapter 1-22, "False Claims", of the Municipal Code of Chicago.

Please note – you shall be deemed to have had your certification lapse and will be ineligible to participate as a **MBE** if you fail to:

- File your annual No-Change Affidavit within the required time period;



- Provide financial or other records requested pursuant to an audit within the required time period;
- Notify the City of any changes affecting your firm's certification **within 10 days** of such change.

Please be reminded of your contractual obligation to cooperate with the City with respect to any reviews, audits or investigation of its contracts and affirmative action programs. We strongly encourage you to assist us in maintaining the integrity of our programs by reporting instances or suspicions of fraud or abuse to the **City's Inspector General at [chicagoinspectorgeneral.org](http://chicagoinspectorgeneral.org), or 866-IG-TIPLINE (866-448-4754).**

Be advised that if you or your firm is found to be involved in certification, bidding and/or contractual fraud or abuse, the City will pursue decertification and debarment. In addition to any other penalty imposed by law, any person who knowingly obtains, or knowingly assists another in obtaining a contract with the City by falsely representing the individual or entity, or the individual or entity assisted is guilty of a misdemeanor, punishable by incarceration in the county jail for a period not to exceed six months, or a fine of not less than \$5,000 and not more than \$10,000 or both.

Your firm's name will be listed in the City's Directory of Minority and Women-Owned Business Enterprises in the specialty area(s) of:

**NAICS Code(s):**

**531390- Consultants, Real Estate (Except Appraisers), Offices**

Your firm's participation on City contracts will be credited only toward **MBE** goals in your area(s) specialty. While your participation on City contracts is not limited to your area of specialty, credit toward goals will be given only for work that is self-performed and providing a commercially useful function that is done in the approved specialty category.

Thank you for your interest in the City's Minority, Women-Owned Business Enterprise, Veteran-Owned Business Enterprise and Business Enterprise Owned or Operated by People with Disabilities (MBE/WBE/VBE/BEPD) Program.

Sincerely,



Tammi Morgan  
Contracting Equity Officer

TM/cm 



**Illinois Commission on Equity and Inclusion**

Nina Harris, Chairperson

Alexandria Wilson, Acting Executive Director

115 South LaSalle Street, Suite 4N, Chicago, IL 60603

12/05/2024

Santacruz Associates, Ltd.

222 Northfield Road, Suite 201

Northfield, Illinois, 60093

**BEP Certification No Change Affidavit Approval**

Dear Javier Steve Santacruz,

Congratulations! After reviewing your No Change Affidavit (NCA) information, we are pleased to inform you that your firm has been granted continued certification under the Business Enterprise Program (BEP).

**Certification Type:** Minority Business Enterprise

**Certification Date:** 01/08/2021

**Certification Expiration Date:** 01/08/2028

**Certification Renewal Date:** 01/08/2026

The Illinois Commission on Equity and Inclusion (CEI) will email you at least 90 days before your certification anniversary date to remind you to update your certification as a condition of your continued certification. You are responsible for ensuring that the contact email address in the system is accurate and up to date and that the email account is checked regularly so you do not miss any important notifications.

Certified firms are encouraged to notify CEI's BEP certification unit within two weeks if any of the following changes occur:

- Ownership changes.
- Changes in control.
- Changes in the host agency's certification status.

**Please review the following list carefully to ensure all relevant NIGP codes are included.** Your firm's name will only appear in CEI's certified vendor directory as a BEP-certified vendor in the specialty area(s) of:

918 - 89 - Real Estate and Land Consulting, Including Land Survey Consulting and Land Developers

CEI welcomes your continued participation in BEP and wishes you unrelenting success. If you have any questions or comments, please email [CEI.BEP.Certification@Illinois.gov](mailto:CEI.BEP.Certification@Illinois.gov) or call (312) 814-4190.

Sincerely,

A handwritten signature in black ink, appearing to be 'Carlos Gutierrez', written in a cursive style.

Carlos Gutierrez  
Certification Manager

**Cook County**  
**Office of the Chief Procurement Officer**  
**Identification of Subcontractor/Supplier/Subconsultant Form**

<b>OCPO ONLY:</b>	
<input type="checkbox"/>	Disqualification
<input type="checkbox"/>	Check Complete

The Bidder/Proposer/Respondent ("the Contractor") will fully complete and execute and submit an Identification of Subcontractor/Supplier/Subconsultant Form ("ISF") with each Bid, Request for Proposal, and Request for Qualification. **The Contractor must complete the ISF for each Subcontractor, Supplier or Subconsultant which shall be used on the Contract.** In the event that there are any changes in the utilization of Subcontractors, Suppliers or Subconsultants, the Contractor must file an updated ISF.

Bid/RFP/RFQ No.: 2138-10282	Date: 04/29/2025
Total Bid or Proposal Amount: N/A	Contract Title: Design Engineering Services - Various
Contractor: Civiltech Engineering, Inc.	Subcontractor/Supplier/ Subconsultant to be Jorgensen and Associates added or substitute:
Authorized Contact for Contractor: Jonathan R. Vana, P.E.	Authorized Contact for Subcontractor/Supplier/ Rhonda White Subconsultant:
Email Address (Contractor): jvana@civiltechinc.com	Email Address (Subcontractor): rhonda@cwasurey.com
Company Address (Contractor): Two Pierce Place Suite 1400	Company Address (Subcontractor): 121 Airport Drive Unit 1
City, State and Zip (Contractor): Itasca, IL	City, State and Zip (Subcontractor): Joliet, IL
Telephone and Fax (Contractor): (630)773-3900	Telephone and Fax (Subcontractor): (815)744-3720
Estimated Start and Completion Dates (Contractor):	Estimated Start and Completion Dates (Subcontractor):

**Note:** Upon request, a copy of all written subcontractor agreements must be provided to the OCPO.

<u>Description of Services or Supplies</u>	<u>Total Price of Subcontract for Services or Supplies</u>
Surveying	2%

The subcontract documents will incorporate all requirements of the Contract awarded to the Contractor as applicable. The subcontract will in no way hinder the Subcontractor/Supplier/Subconsultant from maintaining its progress on any other contract on which it is either a Subcontractor/Supplier/Subconsultant or principal contractor. This disclosure is made with the understanding that the Contractor is not under any circumstances relieved of its abilities and obligations, and is responsible for the organization, performance, and quality of work. **This form does not approve any proposed changes, revisions or modifications to the contract approved MBE/WBE Utilization Plan. Any changes to the contract's approved MBE/WBE/Utilization Plan must be submitted to the Office of the Contract Compliance.**

Civiltech Engineering, Inc.

Contractor

Jonathan R. Vana, P.E.

Name

Director of Design Services | President

Title



04.28.2025

Prime Contractor Signature

Date

**Cook County**  
**Office of the Chief Procurement Officer**  
**Identification of Subcontractor/Supplier/Subconsultant Form**

<b>OCPO ONLY:</b>	
<input type="checkbox"/>	Disqualification
<input type="checkbox"/>	Check Complete

The Bidder/Proposer/Respondent ("the Contractor") will fully complete and execute and submit an Identification of Subcontractor/Supplier/Subconsultant Form ("ISF") with each Bid, Request for Proposal, and Request for Qualification. **The Contractor must complete the ISF for each Subcontractor, Supplier or Subconsultant which shall be used on the Contract.** In the event that there are any changes in the utilization of Subcontractors, Suppliers or Subconsultants, the Contractor must file an updated ISF.

Bid/RFP/RFQ No.: 2138-10282	Date: 04.28.2025
Total Bid or Proposal Amount: N/A	Contract Title: Design Engineering Services - Various
Contractor: Civiltech Engineering, Inc.	Subcontractor/Supplier/ Subconsultant to be Peralte-Clark, LLC added or substitute:
Authorized Contact for Contractor: Jonathan R. Vana, P.E.	Authorized Contact for Subcontractor/Supplier/ Jean-Alix Peralte Subconsultant:
Email Address (Contractor): jvana@civiltechinc.com	Email Address (Subcontractor): j-a.peralte@peralte-clark.com
Company Address (Contractor): Two Pierce Place Suite 1400	Company Address (Subcontractor): 44 South Vail Avenue, Suite 201
City, State and Zip (Contractor): Itasca, IL 60143	City, State and Zip (Subcontractor): Arlington Heights, IL 60005
Telephone and Fax (Contractor): 630.773.3900   630.773.3975 (Fax)	Telephone and Fax (Subcontractor): 847.485.8069
Estimated Start and Completion Dates (Contractor):	Estimated Start and Completion Dates (Subcontractor):

**Note:** Upon request, a copy of all written subcontractor agreements must be provided to the OCPO.

<u>Description of Services or Supplies</u>	<u>Total Price of Subcontract for Services or Supplies</u>
Design Support	12%

The subcontract documents will incorporate all requirements of the Contract awarded to the Contractor as applicable. The subcontract will in no way hinder the Subcontractor/Supplier/Subconsultant from maintaining its progress on any other contract on which it is either a Subcontractor/Supplier/Subconsultant or principal contractor. This disclosure is made with the understanding that the Contractor is not under any circumstances relieved of its abilities and obligations, and is responsible for the organization, performance, and quality of work. **This form does not approve any proposed changes, revisions or modifications to the contract approved MBE/WBE Utilization Plan. Any changes to the contract's approved MBE/WBE/Utilization Plan must be submitted to the Office of the Contract Compliance.**

Civiltech Engineering, Inc.

Contractor

Jonathan R. Vana, P.E.

Name

Director of Design Services | President

Title



04.28.2025

Prime Contractor Signature

Date

**Cook County**  
**Office of the Chief Procurement Officer**  
**Identification of Subcontractor/Supplier/Subconsultant Form**

<b>OCPO ONLY:</b>	
<input type="checkbox"/>	Disqualification
<input type="checkbox"/>	Check Complete

The Bidder/Proposer/Respondent ("the Contractor") will fully complete and execute and submit an Identification of Subcontractor/Supplier/Subconsultant Form ("ISF") with each Bid, Request for Proposal, and Request for Qualification. **The Contractor must complete the ISF for each Subcontractor, Supplier or Subconsultant which shall be used on the Contract.** In the event that there are any changes in the utilization of Subcontractors, Suppliers or Subconsultants, the Contractor must file an updated ISF.

Bid/RFP/RFQ No.: 2138-10282	Date: 04.28.2025
Total Bid or Proposal Amount: N/A	Contract Title: Design Engineering Services - Various
Contractor: Civiltech Engineering, Inc.	Subcontractor/Supplier/ Subconsultant to be added or substitute: Santacruz Associates, Ltd.
Authorized Contact for Contractor: Jonathan R. Vana, P.E.	Authorized Contact for Subcontractor/Supplier/ Subconsultant: Javier Steve Santacruz
Email Address (Contractor): jvana@civiltechinc.com	Email Address (Subcontractor): javier@santacruz-associates.com
Company Address (Contractor): Two Pierce Place Suite 1400	Company Address (Subcontractor): 222 Northfield Road, Suite 201
City, State and Zip (Contractor): Itasca, IL 60143	City, State and Zip (Subcontractor): Northfield, IL 60093
Telephone and Fax (Contractor): 630.773.3900   630.773.3975 (Fax)	Telephone and Fax (Subcontractor): 847.868.9620   847.868.9620 (Fax)
Estimated Start and Completion Dates (Contractor):	Estimated Start and Completion Dates (Subcontractor):

**Note:** Upon request, a copy of all written subcontractor agreements must be provided to the OCPO.

<u>Description of Services or Supplies</u>	<u>Total Price of Subcontract for Services or Supplies</u>
Negotiations	3%

The subcontract documents will incorporate all requirements of the Contract awarded to the Contractor as applicable. The subcontract will in no way hinder the Subcontractor/Supplier/Subconsultant from maintaining its progress on any other contract on which it is either a Subcontractor/Supplier/Subconsultant or principal contractor. This disclosure is made with the understanding that the Contractor is not under any circumstances relieved of its abilities and obligations, and is responsible for the organization, performance, and quality of work. **This form does not approve any proposed changes, revisions or modifications to the contract approved MBE/WBE Utilization Plan. Any changes to the contract's approved MBE/WBE/Utilization Plan must be submitted to the Office of the Contract Compliance.**

Civiltech Engineering, Inc.

Contractor

Jonathan R. Vana, P.E.

Name

Director of Design Services | President

Title



04.28.2025

Prime Contractor Signature

Date



**Cook County**  
**Office of the Chief Procurement Officer**  
**Identification of Subcontractor/Supplier/Subconsultant Form**

<b>OCPO ONLY:</b>	
<input type="checkbox"/>	Disqualification
<input type="checkbox"/>	Check Complete

The Bidder/Proposer/Respondent ("the Contractor") will fully complete and execute and submit an Identification of Subcontractor/Supplier/Subconsultant Form ("ISF") with each Bid, Request for Proposal, and Request for Qualification. **The Contractor must complete the ISF for each Subcontractor, Supplier or Subconsultant which shall be used on the Contract.** In the event that there are any changes in the utilization of Subcontractors, Suppliers or Subconsultants, the Contractor must file an updated ISF.

Bid/RFP/RFQ No.: 2138-10282	Date: 04.28.2025
Total Bid or Proposal Amount: N/A	Contract Title: Design Engineering Services - Various
Contractor: Civiltech Engineering, Inc.	Subcontractor/Supplier/ Subconsultant to be T Engineering Service, Ltd added or substitute:
Authorized Contact for Contractor: Jonathan R. Vana, P.E.	Authorized Contact for Subcontractor/Supplier/ Keith Tadrowski Subconsultant:
Email Address (Contractor): jvana@civiltechinc.com	Email Address (Subcontractor): ktadrowski@tengineering.net
Company Address (Contractor): Two Pierce Place Suite 1400	Company Address (Subcontractor): 3500 W. Peterson Ave, Suite 202
City, State and Zip (Contractor): Itasca, IL 60143	City, State and Zip (Subcontractor): Chicago, IL 60659
Telephone and Fax (Contractor): 630.773.3900   630.773.3975 (Fax)	Telephone and Fax (Subcontractor): 773.866.9750   773.866.9723 (Fax)
Estimated Start and Completion Dates (Contractor):	Estimated Start and Completion Dates (Subcontractor):

**Note:** Upon request, a copy of all written subcontractor agreements must be provided to the OCPO.

<u>Description of Services or Supplies</u>	<u>Total Price of Subcontract for Services or Supplies</u>
Review Appraisals	2%

The subcontract documents will incorporate all requirements of the Contract awarded to the Contractor as applicable. The subcontract will in no way hinder the Subcontractor/Supplier/Subconsultant from maintaining its progress on any other contract on which it is either a Subcontractor/Supplier/Subconsultant or principal contractor. This disclosure is made with the understanding that the Contractor is not under any circumstances relieved of its abilities and obligations, and is responsible for the organization, performance, and quality of work. **This form does not approve any proposed changes, revisions or modifications to the contract approved MBE/WBE Utilization Plan. Any changes to the contract's approved MBE/WBE/Utilization Plan must be submitted to the Office of the Contract Compliance.**

Civiltech Engineering, Inc.

Contractor

Jonathan R. Vana, P.E.

Name

Director of Design Services | President

Title



04.28.2025

Prime Contractor Signature

Date

**Cook County**  
**Office of the Chief Procurement Officer**  
**Identification of Subcontractor/Supplier/Subconsultant Form**

<b>OCPO ONLY:</b>	
<input type="checkbox"/>	Disqualification
<input type="checkbox"/>	Check Complete

The Bidder/Proposer/Respondent ("the Contractor") will fully complete and execute and submit an Identification of Subcontractor/Supplier/Subconsultant Form ("ISF") with each Bid, Request for Proposal, and Request for Qualification. **The Contractor must complete the ISF for each Subcontractor, Supplier or Subconsultant which shall be used on the Contract.** In the event that there are any changes in the utilization of Subcontractors, Suppliers or Subconsultants, the Contractor must file an updated ISF.

Bid/RFP/RFQ No.: 2138-10282	Date: 04.28.2025
Total Bid or Proposal Amount: N/A	Contract Title: Design Engineering Services - Various
Contractor: Civiltech Engineering, Inc.	Subcontractor/Supplier/ Subconsultant to be added or substitute: CERA Solutions
Authorized Contact for Contractor: Jonathan R. Vana, P.E.	Authorized Contact for Subcontractor/Supplier/ Subconsultant: Stephen Vaughn
Email Address (Contractor): jvana@civiltechinc.com	Email Address (Subcontractor): svaughn@cerasolutions.com
Company Address (Contractor): Two Pierce Place Suite 1400	Company Address (Subcontractor): 125 S. Wacker Drive, Suite 300
City, State and Zip (Contractor): Itasca, IL 60143	City, State and Zip (Subcontractor): Chicago, IL 60606
Telephone and Fax (Contractor): 630.773.3900   630.773.3975 (Fax)	Telephone and Fax (Subcontractor): 312.924.2902   312.924.2903 (Fax)
Estimated Start and Completion Dates (Contractor):	Estimated Start and Completion Dates (Subcontractor):

**Note:** Upon request, a copy of all written subcontractor agreements must be provided to the OCPO.

<u>Description of Services or Supplies</u>	<u>Total Price of Subcontract for Services or Supplies</u>
Design Support	10%

The subcontract documents will incorporate all requirements of the Contract awarded to the Contractor as applicable. The subcontract will in no way hinder the Subcontractor/Supplier/Subconsultant from maintaining its progress on any other contract on which it is either a Subcontractor/Supplier/Subconsultant or principal contractor. This disclosure is made with the understanding that the Contractor is not under any circumstances relieved of its abilities and obligations, and is responsible for the organization, performance, and quality of work. **This form does not approve any proposed changes, revisions or modifications to the contract approved MBE/WBE Utilization Plan. Any changes to the contract's approved MBE/WBE/Utilization Plan must be submitted to the Office of the Contract Compliance.**

Civiltech Engineering, Inc.

Contractor

Jonathan R. Vana, P.E.

Name

Director of Design Services | President

Title



04.28.2025

Prime Contractor Signature

Date



**Cook County**  
**Office of the Chief Procurement Officer**  
**Identification of Subcontractor/Supplier/Subconsultant Form**

<b>OCPO ONLY:</b>	
<input type="checkbox"/>	Disqualification
<input type="checkbox"/>	Check Complete

The Bidder/Proposer/Respondent ("the Contractor") will fully complete and execute and submit an Identification of Subcontractor/Supplier/Subconsultant Form ("ISF") with each Bid, Request for Proposal, and Request for Qualification. **The Contractor must complete the ISF for each Subcontractor, Supplier or Subconsultant which shall be used on the Contract.** In the event that there are any changes in the utilization of Subcontractors, Suppliers or Subconsultants, the Contractor must file an updated ISF.

Bid/RFP/RFQ No.: 2138-10282	Date: 04.28.2025
Total Bid or Proposal Amount: N/A	Contract Title: Design Engineering Services - Various
Contractor: Civiltech Engineering, Inc.	Subcontractor/Supplier/ Subconsultant to be Czaplicki Lopez, PLLC added or substitute:
Authorized Contact for Contractor: Jonathan R. Vana, P.E.	Authorized Contact for Subcontractor/Supplier/ Paul Lopez Subconsultant:
Email Address (Contractor): jvana@civiltechinc.com	Email Address (Subcontractor): paul.lopez@czaplickilopez.com
Company Address (Contractor): Two Pierce Place Suite 1400	Company Address (Subcontractor): 201 Kenmare Drive
City, State and Zip (Contractor): Itasca, IL 60143	City, State and Zip (Subcontractor): Burr Ridge, IL 60527
Telephone and Fax (Contractor): 630.773.3900   630.773.3975 (Fax)	Telephone and Fax (Subcontractor): 630.915.8861
Estimated Start and Completion Dates (Contractor):	Estimated Start and Completion Dates (Subcontractor):

**Note:** Upon request, a copy of all written subcontractor agreements must be provided to the OCPO.

<u>Description of Services or Supplies</u>	<u>Total Price of Subcontract for Services or Supplies</u>
Structural Design Support	5%

The subcontract documents will incorporate all requirements of the Contract awarded to the Contractor as applicable. The subcontract will in no way hinder the Subcontractor/Supplier/Subconsultant from maintaining its progress on any other contract on which it is either a Subcontractor/Supplier/Subconsultant or principal contractor. This disclosure is made with the understanding that the Contractor is not under any circumstances relieved of its abilities and obligations, and is responsible for the organization, performance, and quality of work. **This form does not approve any proposed changes, revisions or modifications to the contract approved MBE/WBE Utilization Plan. Any changes to the contract's approved MBE/WBE/Utilization Plan must be submitted to the Office of the Contract Compliance.**

Civiltech Engineering, Inc.

Contractor

Jonathan R. Vana, P.E.

Name

Director of Design Services | President

Title



04.28.2025

Prime Contractor Signature

Date

**Cook County**  
**Office of the Chief Procurement Officer**  
**Identification of Subcontractor/Supplier/Subconsultant Form**

<b>OCPO ONLY:</b>	
<input type="checkbox"/>	Disqualification
<input type="checkbox"/>	Check Complete

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Bid/RFP/RFQ No.: 2138-10282	Date: 04.28.2025
Total Bid or Proposal Amount: N/A	Contract Title: Design Engineering Services - Various
Contractor: Civiltech Engineering, Inc.	Subcontractor/Supplier/ Subconsultant to be added or substitute: DB Sterlin Consultants, Inc.
Authorized Contact for Contractor: Jonathan R. Vana, P.E.	Authorized Contact for Subcontractor/Supplier/ Subconsultant: Regine Jeune
Email Address (Contractor): jvana@civiltechinc.com	Email Address (Subcontractor): rjeune@dbsterlin.com
Company Address (Contractor): Two Pierce Place Suite 1400	Company Address (Subcontractor): 123 N. Wacker Drive, Suite 2000
City, State and Zip (Contractor): Itasca, IL 60143	City, State and Zip (Subcontractor): Chicago, IL 60606
Telephone and Fax (Contractor): 630.773.3900   630.773.3975 (Fax)	Telephone and Fax (Subcontractor): 312.857.1006   312.857.1056 (Fax)
Estimated Start and Completion Dates (Contractor):	Estimated Start and Completion Dates (Subcontractor):

**Note:** Upon request, a copy of all written subcontractor agreements must be provided to the OCPO.

<u>Description of Services or Supplies</u>	<u>Total Price of Subcontract for Services or Supplies</u>
Survey and Right of Way Documents	5%

The subcontract documents will incorporate all requirements of the Contract awarded to the Contractor as applicable. The subcontract will in no way hinder the Subcontractor/Supplier/Subconsultant from maintaining its progress on any other contract on which it is either a Subcontractor/Supplier/Subconsultant or principal contractor. This disclosure is made with the understanding that the Contractor is not under any circumstances relieved of its abilities and obligations, and is responsible for the organization, performance, and quality of work. **This form does not approve any proposed changes, revisions or modifications to the contract approved MBE/WBE Utilization Plan. Any changes to the contract's approved MBE/WBE/Utilization Plan must be submitted to the Office of the Contract Compliance.**

Civiltech Engineering, Inc.

Contractor

Jonathan R. Vana, P.E.

Name

Director of Design Services | President

Title



04.28.2025

Prime Contractor Signature

Date

**Cook County**  
**Office of the Chief Procurement Officer**  
**Identification of Subcontractor/Supplier/Subconsultant Form**

<b>OCPO ONLY:</b>	
<input type="checkbox"/>	Disqualification
<input type="checkbox"/>	Check Complete

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Bid/RFP/RFQ No.: 2138-10282	Date: 04.28.2025
Total Bid or Proposal Amount: N/A	Contract Title: Design Engineering Services - Various
Contractor: Civiltech Engineering, Inc.	Subcontractor/Supplier/ Subconsultant to be added or substitute: GSG Consultants, Inc.
Authorized Contact for Contractor: Jonathan R. Vana, P.E.	Authorized Contact for Subcontractor/Supplier/ Subconsultant: Ala Sassila
Email Address (Contractor): jvana@civiltechinc.com	Email Address (Subcontractor): asassila@gsg-consultants.com
Company Address (Contractor): Two Pierce Place Suite 1400	Company Address (Subcontractor): 735 Remington Road
City, State and Zip (Contractor): Itasca, IL 60143	City, State and Zip (Subcontractor): Schaumburg, IL 60173
Telephone and Fax (Contractor): 630.773.3900   630.773.3975 (Fax)	Telephone and Fax (Subcontractor): 630.994.2600
Estimated Start and Completion Dates (Contractor):	Estimated Start and Completion Dates (Subcontractor):

**Note:** Upon request, a copy of all written subcontractor agreements must be provided to the OCPO.

<u>Description of Services or Supplies</u>	<u>Total Price of Subcontract for Services or Supplies</u>
Geotechnical and Environmental Support	3%

The subcontract documents will incorporate all requirements of the Contract awarded to the Contractor as applicable. The subcontract will in no way hinder the Subcontractor/Supplier/Subconsultant from maintaining its progress on any other contract on which it is either a Subcontractor/Supplier/Subconsultant or principal contractor. This disclosure is made with the understanding that the Contractor is not under any circumstances relieved of its abilities and obligations, and is responsible for the organization, performance, and quality of work. **This form does not approve any proposed changes, revisions or modifications to the contract approved MBE/WBE Utilization Plan. Any changes to the contract's approved MBE/WBE/Utilization Plan must be submitted to the Office of the Contract Compliance.**

Civiltech Engineering, Inc.

Contractor

Jonathan R. Vana, P.E.

Name

Director of Design Services | President

Title



04.28.2025

Prime Contractor Signature

Date



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/3/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION** IS **WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Edgewood Partners Insurance Agency 3780 Mansell Rd. Suite 370 Alpharetta GA 30022	<b>CONTACT NAME:</b> ACEC Certificates <b>PHONE (A/C, No. Ext):</b> 770-552-4225 <b>E-MAIL ADDRESS:</b> ACECcertificates@greyling.com <b>FAX (A/C, No):</b>
<b>INSURED</b> Civiltech Engineering, Inc. Two Pierce Place, Suite 1400 Itasca IL 60143	<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> Hartford Accident and Indemnity Company <b>INSURER B:</b> Hartford Fire Insurance Company <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>

**COVERAGES****CERTIFICATE NUMBER:** 942329490**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			20SBWL19844	11/1/2024	11/1/2025	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 2,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000 \$
A	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			20UEGVV2743	11/1/2024	11/1/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			20SBWL19844	11/1/2024	11/1/2025	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y <input checked="" type="checkbox"/> N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	20WEGAB8KIA	11/1/2024	11/1/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	Professional Liability			20OH0516828	4/10/2025	4/10/2026	Per Claim \$5,000,000 Aggregate \$5,000,000

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**

Re: RFQ #2138-10282 Cook County, its officials, employees and agents are named as Additional Insureds on the above referenced liability policies with the exception of workers compensation & professional liability where required by written contract. The above referenced liability policies with the exception of workers compensation, umbrella, and professional liability are primary & non-contributory where required by written contract. Waiver of Subrogation is applicable where required by written contract & allowed by law. Should any of the above described policies be cancelled by the issuing insurer before the expiration date thereof, we will endeavor to provide 30 days' written notice (except 10 days for nonpayment of premium) to the Certificate Holder.

**CERTIFICATE HOLDER****CANCELLATION**

Cook County; Attn: Office of the Chief Procurement Officer 118 N. Clark Street; Room 1018 Chicago IL 60602-0000	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
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**COOK COUNTY  
ECONOMIC DISCLOSURE STATEMENT  
AND EXECUTION DOCUMENT  
INDEX**

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**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 [cookcountyil.gov/ethics-board-of](http://cookcountyil.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.

Effective October 1, 2016 all foreign corporations and LLCs must be registered with the Illinois Secretary of State's Office unless a statutory exemption applies to the applicant. Applicants who are exempt from registering must provide a written statement explaining why they are exempt from registering as a foreign entity with the Illinois Secretary of State's Office.

**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, 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
None	

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 totaling 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:

30 North LaSalle St, Suite 3220, Chicago, IL 60602

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): N/A

\_\_\_\_\_  
**(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:

N/A

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.

## 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. **County reserves the right to request additional information to verify veracity of information contained in this statement.**

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 Civiltech Engineering, Inc.

D/B/A: \_\_\_\_\_ FEIN # Only: 36-3606666

Street Address: Two Pierce Place, Suite 1400

City: Itasca State: IL Zip Code: 60143

Phone No.: 630.773.3900 Fax Number: 630.773.3975 Email: jvana@civiltechinc.com

Cook County Business Registration Number: N/A  
(Sole Proprietor, Joint Venture Partnership)

Corporate File Number (if applicable): N/A

### 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
See Following Inserted Page		

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
N/A		

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
N/A			

**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
See Following Inserted Page			

**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.



## **Civiltech Engineering, Inc. 5% or more Ownership Listing**

James D. Ewers, P.E.

Ownership: 18.16%

Jonathan R. Vana, P.E.

Ownership: 17.63%

Michael J. Folkening, P.E.,

PTOE Ownership: 16.52%

Kyle E. Mishler

Ownership: 15.31%

## **Civiltech Engineering, Inc. Listing of Officers**

Jim Ewers, P.E.	Chairman
Jonathan Vana, P.E.	President
Robert Atchison	Treasurer
Michael Folkening, P.E., P.T.O.E.	Secreteary
Kyle Mishler	Vice President
Dave White	Vice President
Chris Wolff, P.E.	Vice President

## **Address for all named above:**

Two Pierce Place, Suite 1400  
Itasca, IL 60143

COOK COUNTY DISCLOSURE OF OWNERSHIP INTEREST STATEMENT SIGNATURE PAGE

Jonathan R. Vana, P.E.

President

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

Title

*JR Vana*

04.28.2025

Signature

Date

jvana@civiltechinc.com

630.773.3900

E-mail address

Phone Number

Subscribed to and sworn before me

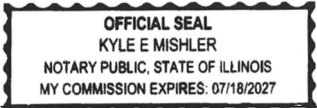
this 28 day of April, 2025

My commission expires: 07/18/2027

X

*Kyle E Mishler*

Notary Public Signature



Notary Seal





**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"/> Halfbrother  |
| <input type="checkbox"/> Nephew  | <input type="checkbox"/> Sister-in-law   | <input type="checkbox"/> Halfsister   |

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

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

Name of Person Doing Business with the County: Civiltech Engineering, Inc.

Address of Person Doing Business with the County: Two Pierce Place, Suite 1400, Itasca, IL 60143

Phone number of Person Doing Business with the County: 630.773.3900

Email address of Person Doing Business with the County: jvana@civiltechinc.com

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:

Jonathan R. Vana, P.E. | President | 630.773.3900 | jvana@civiltechinc.com

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**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 proceeding 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: \$ TBD

---

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: \_\_\_\_\_

Cho Ng | Lead Procurement Specialist | 312.603.7338 | cho.ng@cookcountyil.gov

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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: \_\_\_\_\_

TBD

---

**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.



04.28.2025

Signature of Recipient

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

**COOK COUNTY AFFIDAVIT FOR WAGE THEFT ORDINANCE**

Effective May 1, 2015, every Person, ***including Substantial Owners***, seeking a Contract with Cook County must comply with the Cook County Wage Theft Ordinance set forth in Chapter 34, Article IV, Section 179. Any Person/Substantial Owner, who fails to comply with Cook County Wage Theft Ordinance, may request that the Chief Procurement Officer grant a reduction or waiver in accordance with Section 34-179(d).

"Contract" means any written document to make Procurements by or on behalf of Cook County.

"Person" means any individual, corporation, partnership, Joint Venture, trust, association, limited liability company, sole proprietorship or other legal entity.

"Procurement" means obtaining supplies, equipment, goods, or services of any kind.

"Substantial Owner" means any person or persons who own or hold a twenty-five percent (25%) or more percentage of interest in any business entity seeking a County Privilege, including those shareholders, general or limited partners, beneficiaries and principals; except where a business entity is an individual or sole proprietorship, Substantial Owner means that individual or sole proprietor.

All Persons/Substantial Owners are required to complete this affidavit and comply with the Cook County Wage Theft Ordinance before any Contract is awarded. Signature of this form constitutes a certification the information provided below is correct and complete, and that the individual(s) signing this form has/have personal knowledge of such information. **County reserves the right to request additional information to verify veracity of information contained in this Affidavit.**

**I. Contract Information:**

Contract Number: 2138-10282  
 County Using Agency (requesting Procurement): Cook County Department of Transportation & Highways

**II. Person/Substantial Owner Information:**

Person (Corporate Entity Name): Civiltech Engineering, Inc.  
 Substantial Owner Complete Name: James D. Ewers, P.E.  
 FEIN# 36-3606666

E-mail address: jewers@civiltechinc.com

Street Address: 13314 Creekside Drive

City: Homer Glen State: IL Zip: 60491

**III. Compliance with Wage Laws:**

Within the past five years has the Person/Substantial Owner, in any judicial or administrative proceeding, been convicted of, entered a plea, made an admission of guilt or liability, or had an administrative finding made for committing a repeated or willful violation of any of the following laws:

No	<i>Illinois Wage Payment and Collection Act, 820 ILCS 115/1 et seq.,</i>	<b>YES or NO</b>
No	<i>Illinois Minimum Wage Act, 820 ILCS 105/1 et seq.,</i>	<b>YES or NO</b>
No	<i>Illinois Worker Adjustment and Retraining Notification Act, 820 ILCS 65/1 et seq.,</i>	<b>YES or NO</b>
No	<i>Employee Classification Act, 820 ILCS 185/1 et seq.,</i>	<b>YES or NO</b>
No	<i>Fair Labor Standards Act of 1938, 29 U.S.C. 201, et seq.,</i>	<b>YES or NO</b>
No	<i>Any comparable state statute or regulation of any state, which governs the payment of wages</i>	<b>YES or NO</b>

If the Person/Substantial Owner answered "Yes" to any of the questions above, it is ineligible to enter into a Contract with Cook County, but can request a reduction or waiver under **Section IV**.

**IV. Request for Waiver or Reduction**

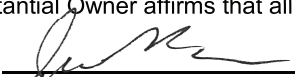
If Person/Substantial Owner answered “**Yes**” to any of the questions above, it may request a reduction or waiver in accordance with Section 34-179(d), provided that the request for reduction of waiver is made on the basis of one or more of the following actions that have taken place:

- No            There has been a bona fide change in ownership or Control of the ineligible Person or Substantial Owner. YES or NO
- No            Disciplinary action has been taken against the individual(s) responsible for the acts giving rise to the violation. YES or NO
- No            Remedial action has been taken to prevent a recurrence of the acts giving rise to the disqualification or default. YES or NO
- No            Other factors that the Person or Substantial Owner believe are relevant. YES or NO

The Person/Substantial Owner must submit documentation to support the basis of its request for a reduction or waiver. The Chief Procurement Officer reserves the right to make additional inquiries and request additional documentation.


**V. Affirmation**

The Person/Substantial Owner affirms that all statements contained in the Affidavit are true, accurate and complete.

Signature:  Date: 04.28.2025

Name of Person signing (Print): James D. Ewers, P.E. Title: Vice President

Subscribed and sworn to before me this 28 day of April, 2025

X   
Notary Public Signature

Notary Seal  
**Note: The above information is subject to verification prior to the award of the Contract.**



## SECTION 4

**COOK COUNTY AFFIDAVIT FOR WAGE THEFT ORDINANCE**

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"Procurement" means obtaining supplies, equipment, goods, or services of any kind.

"Substantial Owner" means any person or persons who own or hold a twenty-five percent (25%) or more percentage of interest in any business entity seeking a County Privilege, including those shareholders, general or limited partners, beneficiaries and principals; except where a business entity is an individual or sole proprietorship, Substantial Owner means that individual or sole proprietor.

All Persons/Substantial Owners are required to complete this affidavit and comply with the Cook County Wage Theft Ordinance before any Contract is awarded. Signature of this form constitutes a certification the information provided below is correct and complete, and that the individual(s) signing this form has/have personal knowledge of such information. **County reserves the right to request additional information to verify veracity of information contained in this Affidavit.**

**I. Contract Information:**

Contract Number: 2138-10282

County Using Agency (requesting Procurement): Cook County Department of Transportation & Highways

**II. Person/Substantial Owner Information:**

Person (Corporate Entity Name): Civiltech Engineering, Inc.

Substantial Owner Complete Name: Jonathan R. Vana, P.E.

FEIN# 36-3606666

E-mail address: jvana@civiltechinc.com

Street Address: 350 David Lane

City: Roselle State: IL Zip: 60172

**III. Compliance with Wage Laws:**

Within the past five years has the Person/Substantial Owner, in any judicial or administrative proceeding, been convicted of, entered a plea, made an admission of guilt or liability, or had an administrative finding made for committing a repeated or willful violation of any of the following laws:

No	<i>Illinois Wage Payment and Collection Act, 820 ILCS 115/1 et seq.,</i>	<b>YES or NO</b>
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No	<i>Employee Classification Act, 820 ILCS 185/1 et seq.,</i>	<b>YES or NO</b>
No	<i>Fair Labor Standards Act of 1938, 29 U.S.C. 201, et seq.,</i>	<b>YES or NO</b>
No	<i>Any comparable state statute or regulation of any state, which governs the payment of wages</i>	<b>YES or NO</b>

If the Person/Substantial Owner answered "**Yes**" to any of the questions above, it is ineligible to enter into a Contract with Cook County, but can request a reduction or waiver under **Section IV**.



IV. Request for Waiver or Reduction

If Person/Substantial Owner answered “Yes” to any of the questions above, it may request a reduction or waiver in accordance with Section 34-179(d), provided that the request for reduction of waiver is made on the basis of one or more of the following actions that have taken place:

- No There has been a bona fide change in ownership or Control of the ineligible Person or Substantial Owner. YES or NO
- No Disciplinary action has been taken against the individual(s) responsible for the acts giving rise to the violation. YES or NO
- No Remedial action has been taken to prevent a recurrence of the acts giving rise to the disqualification or default. YES or NO
- No Other factors that the Person or Substantial Owner believe are relevant. YES or NO

The Person/Substantial Owner must submit documentation to support the basis of its request for a reduction or waiver. The Chief Procurement Officer reserves the right to make additional inquiries and request additional documentation.

V. Affirmation

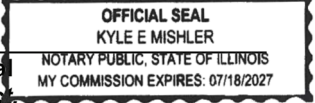
The Person/Substantial Owner affirms that all statements contained in the Affidavit are true, accurate and complete.

Signature: [Signature] Date: 04.28.25

Name of Person signing (Print): Jonathan R. Vana, P.E. Title: President

Subscribed and sworn to before me this 28 day of April, 2025

X [Signature]  
Notary Public Signature

[Signature] Notary Seal  


**Note: The above information is subject to verification prior to the award of the Contract.**

## SECTION 4

**COOK COUNTY AFFIDAVIT FOR WAGE THEFT ORDINANCE**

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All Persons/Substantial Owners are required to complete this affidavit and comply with the Cook County Wage Theft Ordinance before any Contract is awarded. Signature of this form constitutes a certification the information provided below is correct and complete, and that the individual(s) signing this form has/have personal knowledge of such information. **County reserves the right to request additional information to verify veracity of information contained in this Affidavit.**

**I. Contract Information:**

Contract Number: 2138-10282

County Using Agency (requesting Procurement): Cook County Department of Transportation & Highways

**II. Person/Substantial Owner Information:**

Person (Corporate Entity Name): Civiltech Engineering, Inc.

Substantial Owner Complete Name: Kyle E. Mishler

FEIN# 36-3606666

E-mail address: kmishler@civiltechinc.com

Street Address: 508 Tadmor Court

City: Schaumburg State: IL Zip: 60196

**III. Compliance with Wage Laws:**

Within the past five years has the Person/Substantial Owner, in any judicial or administrative proceeding, been convicted of, entered a plea, made an admission of guilt or liability, or had an administrative finding made for committing a repeated or willful violation of any of the following laws:

No	<i>Illinois Wage Payment and Collection Act, 820 ILCS 115/1 et seq.,</i>	<b>YES or NO</b>
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No	<i>Employee Classification Act, 820 ILCS 185/1 et seq.,</i>	<b>YES or NO</b>
No	<i>Fair Labor Standards Act of 1938, 29 U.S.C. 201, et seq.,</i>	<b>YES or NO</b>
No	<i>Any comparable state statute or regulation of any state, which governs the payment of wages</i>	<b>YES or NO</b>

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**IV. Request for Waiver or Reduction**

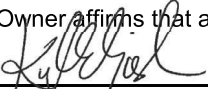
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- No            There has been a bona fide change in ownership or Control of the ineligible Person or Substantial Owner. YES or NO
- No            Disciplinary action has been taken against the individual(s) responsible for the acts giving rise to the violation. YES or NO
- No            Remedial action has been taken to prevent a recurrence of the acts giving rise to the disqualification or default. YES or NO
- No            Other factors that the Person or Substantial Owner believe are relevant. YES or NO

*The Person/Substantial Owner must submit documentation to support the basis of its request for a reduction or waiver. The Chief Procurement Officer reserves the right to make additional inquiries and request additional documentation.*

**V. Affirmation**

The Person/Substantial Owner affirms that all statements contained in the Affidavit are true, accurate and complete.

Signature:  Date: 04.28.25

Name of Person signing (Print): Kyle E. Mishler Title: Vice President

Subscribed and sworn to before me this 28 day of April, 2025

X  \_\_\_\_\_  
Notary Public Signature Notary Seal

**Note: The above information is subject to verification prior to the award of the Contract.**



## SECTION 4

**COOK COUNTY AFFIDAVIT FOR WAGE THEFT ORDINANCE**

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**I. Contract Information:**

Contract Number: 2138-10282

County Using Agency (requesting Procurement): Cook County Department of Transportation & Highways

**II. Person/Substantial Owner Information:**

Person (Corporate Entity Name): Civiltech Engineering, Inc.

Substantial Owner Complete Name: Michael J. Folkening

FEIN# 36-3606666

E-mail address: mfolkening@civiltechinc.com

Street Address: 525 9th Avenue

City: LaGrange State: IL Zip: 60525

**III. Compliance with Wage Laws:**

Within the past five years has the Person/Substantial Owner, in any judicial or administrative proceeding, been convicted of, entered a plea, made an admission of guilt or liability, or had an administrative finding made for committing a repeated or willful violation of any of the following laws:

No	<i>Illinois Wage Payment and Collection Act, 820 ILCS 115/1 et seq.,</i>	<b>YES or NO</b>
No	<i>Illinois Minimum Wage Act, 820 ILCS 105/1 et seq.,</i>	<b>YES or NO</b>
No	<i>Illinois Worker Adjustment and Retraining Notification Act, 820 ILCS 65/1 et seq.,</i>	<b>YES or NO</b>
No	<i>Employee Classification Act, 820 ILCS 185/1 et seq.,</i>	<b>YES or NO</b>
No	<i>Fair Labor Standards Act of 1938, 29 U.S.C. 201, et seq.,</i>	<b>YES or NO</b>
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- No            Remedial action has been taken to prevent a recurrence of the acts giving rise to the disqualification or default. YES or NO
- No            Other factors that the Person or Substantial Owner believe are relevant. YES or NO

The Person/Substantial Owner must submit documentation to support the basis of its request for a reduction or waiver. The Chief Procurement Officer reserves the right to make additional inquiries and request additional documentation.

V. Affirmation

The Person/Substantial Owner affirms that all statements contained in the Affidavit are true, accurate and complete.

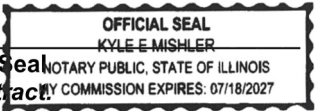
Signature: Michael J. Folkening Date: 04.28.25

Name of Person signing (Print): Michael J. Folkening Title: Vice President

Subscribed and sworn to before me this 28 day of April, 2025

X Kyle E. Mishler  
Notary Public Signature

Note: The above information is subject to verification prior to the award of the Contract.



SECTION 5

CONTRACT AND EDS EXECUTION PAGE

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

Civiltech Engineering, Inc.

Corporation's Name

630.773.3900

Telephone

*Michael J. Folken*

Secretary Signature

Jonathan R. Vana, P.E.

*J R Vana*

President's Printed Name and Signature

jvana@civiltechinc.com

Email

04.28.25

Date

Execution by LLC

LLC Name

\*Member/Manager Printed Name and Signature

Date

Telephone and Email

Execution by Partnership/Joint Venture

Partnership/Joint Venture Name

\*Partner/Joint Venturer Printed Name and Signature

Date

Telephone and Email

Execution by Sole Proprietorship

Printed Name Signature

Assumed Name (if applicable)

Date

Telephone and Email

Subscribed and sworn to before me this

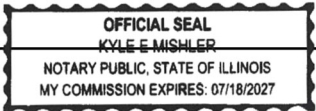
28 day of April, 2025.

*Kyle E. Mishler*

Notary Public Signature

My commission expires: 07/18/2027

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.

**SECTION 6**  
**COOK COUNTY SIGNATURE PAGE**

ON BEHALF OF THE COUNTY OF COOK, A BODY POLITIC AND CORPORATE OF THE STATE OF ILLINOIS, THIS CONTRACT IS HEREBY EXECUTED BY:

Cook County Chief Procurement Officer

Date \_\_\_\_\_

APPROVED AS TO FORM:

Assistant State's Attorney  
(Required on contracts over \$1,000,000)

Date

### CONTRACT TERM & AMOUNT

Contract #

Original Contract Term

Renewal Options (If Applicable)

Contract Amount

Cook County Board Approval Date (If Applicable)