

AMENDMENT NO. 3

This Amendment modifies Contract No. 2028-18170, for Building and Zoning Permit Review Services by and between the County of Cook, Illinois, herein referred to as "County" and Baxter & Woodman, 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 February 25, 2021, (hereinafter referred to as the "Contract"), wherein the Contractor is to provide Building and Zoning Permit Review Services (hereinafter referred to as the "Services") from March 15, 2021 through March 14, 2024, in an amount not to exceed \$650,000.00, with two (2) one-year renewal options; and

Whereas, Amendment No. 1 was authorized by the County Board on March, 14, 2024 to renew the contract for (1) year beginning March 15, 2024 through March 14, 2025, and increase in the amount of \$150,000.00 and the Total Contract Amount was revised to \$800,000.00; and

Whereas, Amendment No. 2 was executed by the Chief Procurement Officer on May 13, 2025, to renew the contract for (1) year beginning March 15, 2025 through March, 14, 2026, and increase in the amount of \$200,000.00 and the Total Contract Amount was revised to \$1,000,000.00; and

Whereas, the Contract will expire March 14, 2026, and the agreed upon Services are still required; and

Whereas, an increase of the Contract amount is required for the continuation of Services and pursuant to Article 10 Section C of the Contract, the County and Contractor desire to increase the Contract in the amount of \$199,000.00.

Whereas, pursuant to Article 4 Section C of the Contract, the County and Contractor desire to extend the Contract for one (1) year beginning on March 15, 2026 through March 14, 2027.

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 extended through March 14, 2027.
2. The Contract is increased by \$199,000.00 and the Total Contract Amount is revised to \$1,199,000.00.
3. The attached updated Identification of Sub-Contractors/Suppliers/Sub-Consultants Form (if applicable and updated), MBE/WBE Utilization Plan forms (if applicable and updated), certificate of insurance (if updated), and Economic Disclosures Statement under Attachment A are incorporated and made a part of this Contract.
4. All other terms and conditions remain as stated in the Contract.

In witness whereof and pursuant to authority of the Chief Procurement Officer the County and Contractor have caused this Amendment No. 3 to be executed on the date and year last written below.

County of Cook, Illinois

Baxter & Woodman, Inc.

By: Raffi Sarrafian
Digitally signed by Raffi Sarrafian
Date: 2026.01.07 15:28:19 -06'00'
Chief Procurement Officer


Signed

Date: _____

Louis D. Haussmann
Type or print name

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

President / CEO
Title

James Beligratis
Type or print name (if applicable)

Date: December 3, 2025

Date: October 13, 2025

ATTACHMENT A



COOK COUNTY
OFFICE OF THE
Chief Procurement
Officer

161 N. Clark
Suite 2300
Chicago, Illinois 60601

Date: October 22, 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. 2028-18170 Amendment 3
Zoning and Building Review Services (Task Order)
Building and Zoning
RFQ: Professional Services
Contractor: Baxter & Woodman, Inc.
Original Contract Value: \$650,000.00
Original Contract Term: 3/15/2021 – 3/14/2024 with two (2) one (1) year renewal options
Amendment 1 increased the contract value by \$150,000.00 to a total contract value of \$800,000.00 and renewed for one year through March 14, 2025
Revised Contract Value: \$800,000.00
Revised Contract Term: 3/15/2021 – 3/14/2025
Amendment 2 increases the contract value by \$200,000.00 to a total contract value of \$1,000,000.00 and renews the contract for one year through March 14, 2026
Revised Contract Value: \$1,000,000.00
Revised Contract Term: 3/15/2021 – 3/14/2026
Amendment 3 increases the contract value by \$199,000.00 to a total contract value of \$1,199,000.00 and renews the contract for one year through March 14, 2027
Revised Contract Value: \$1,000,000.00
Revised Contract Term: 3/15/2021 – 3/14/2027
Participation Goal: 35% MBE/WBE

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.



Utilization Plan – Original Award (Based on contract value of \$650,000.00)

<u>Subcontractor</u>	<u>MWBE Status</u>	<u>Certifying Agency</u>	<u>Commitment (Direct)</u>
FluidClarity Ltd.	MBE-AA-M	City of Chicago	35.0 % \$175,000.00
Total:			35.0%

Utilization Plan – Amendment 1 (Based on contract value of \$800,000.00)

<u>Subcontractor</u>	<u>MWBE Status</u>	<u>Certifying Agency</u>	<u>Commitment (Direct)</u>
FluidClarity Ltd.	MBE-AA-M	City of Chicago	1.440%* \$11,534.82
SE3, LLC	MBE-AA-M	Cook County	9.375% \$75,000.00
Total:			10.815%

Utilization Plan – Amendment 2 (Based on contract value of \$1,000,000.00)

<u>Subcontractor</u>	<u>MWBE Status</u>	<u>Certifying Agency</u>	<u>Commitment (Direct)</u>
FluidClarity Ltd.	MBE-AA-M	City of Chicago	1.15% \$11,534.82
SE3, LLC	MBE-AA-M	Cook County	17.5% \$175,000.00
Total:			18.65%

Utilization Plan – Amendment 3 (Based on contract value of \$1,199,000.00)

<u>Subcontractor</u>	<u>MWBE Status</u>	<u>Certifying Agency</u>	<u>Commitment (Direct)</u>
FluidClarity Ltd.	MBE-AA-M	City of Chicago	0.96% \$11,534.82
SE3, LLC	MBE-AA-M	Cook County	22.89% \$274,500.00
Total:			23.85%

A partial MBE/WBE waiver of 24.185% was granted to Baxter & Woodman during the processing of Amendment 1 on March 6, 2024 as was second partial waiver of 16.35% during the processing of Amendment 2. The waivers were predicated on the contract's original 35% MBE, FluidClarity, losing their MBE certification from the City of Chicago during the initial part of the contract in July of 2021. Between March and July of 2021, FluidClarity invoiced a total of \$11,534.82 which can be counted towards MWBE credit and equates to 0.96% participation for this contract's revised value of \$1,199,000.00 pursuant to Amendment 3. Given the loss of original sub, FluidClarity, Baxter & Woodman added a new MBE sub-contractor, SE3, LLC, during the processing of Amendment 1. For Amendment 1, Baxter and Woodman LLC committed to 50% (\$75,000.00) participation on the \$150,000 renewal amount using their new MBE, SE3 LLC. For Amendment 2, Baxter & Woodman LLC committed to 50% participation on the \$200,000.00 renewal amount which equated to \$100,000.00 using their subcontractor SE3, LLC. This increased the total commitment to SE3 to \$175,000.00 and equated to 17.50% commitment of the revised contract value of \$1,000,000. For subject Amendment 3, Baxter & Woodman LLC is committing to 50% participation on the \$199,000.00 renewal amount using their subcontractor SE3, LLC which equates to \$99,500.00. The additional \$99,500.00 committed to SE3, LLC in addition to the previously committed \$175,000.00 equates to \$274,500.00 (23.07%) participation of the total contract value of \$1,199,000. This 22.89% participation by SE3, LLC and the previous 0.96% participation by FluidClarity Ltd. brings the total commitment to 23.85% MWBE.



COOK COUNTY
OFFICE OF THE
Chief Procurement
Officer

The waiver review committee recommended granting a partial MBE/WBE waiver of 11.15% on October 22, 2025 due to: There are other relevant factors making it impossible or economically infeasible to utilize MBE and/or WBE firms.

Amendment 3 increases the contract value by \$199,000.00 to a total contract value of \$1,199,000.00 and renews the contract for one year through March 14, 2027.

Revised MBE/WBE forms were used in the determination of the responsiveness of this contract amendment.

JC/db

CC: David Crawl, OCPO
Tim Bleuher, Building and Zoning



MBE/WBE UTILIZATION PLAN - FORM 1

BIDDER/PROPOSER HEREBY STATES that all MBE/WBE firms included in this Plan are certified MBEs/WBEs by at least one of the entities listed in the General Conditions – Section 19.

I. BIDDER/PROPOSER MBE/WBE STATUS: (check the appropriate line)

☐

Bidder/Proposer is a certified MBE or WBE firm. (If so, attach copy of current Letter of Certification)

☐

Bidder/Proposer is a Joint Venture and one or more Joint Venture partners are certified MBEs or WBEs. (If so, attach copies of Letter(s) of Certification, a copy of Joint Venture Agreement clearly describing the role of the MBE/WBE firm(s) and its ownership interest in the Joint Venture and a completed Joint Venture Affidavit.

☒

Bidder/Proposer is not a certified MBE or WBE firm, nor a Joint Venture with MBE/WBE partners, but will utilize MBE and WBE firms either directly or indirectly in the performance of the Contract. (If so, complete Sections II below and the Letter(s) of Intent – Form 2).

II. ☒ **Direct Participation of MBE/WBE Firms** ☐ **Indirect Participation of MBE/WBE Firms**

NOTE: Where goals have not been achieved through direct participation, Bidder/Proposer shall include documentation outlining efforts to achieve Direct Participation at the time of Bid/Proposal submission. Indirect Participation will only be considered after all efforts to achieve Direct Participation have been exhausted. Only after written documentation of Good Faith Efforts is received will Indirect Participation be considered.

MBEs/WBEs that will perform as subcontractors/suppliers/consultants include the following:

MBE/WBE Firm: SE3

Address: 1111 Burlington Avenue, Suite 111, Lisle, IL 60532

E-mail: jmartin@se3.us

Contact Person: Jason Martin, PE Phone: 630-320-0883

Dollar Amount Participation: \$ 99,500

Percent Amount of Participation: 50% %

*Letter of Intent attached?

Yes ☒

No ☐

*Current Letter of Certification attached?

Yes ☒

No ☐

MBE/WBE Firm: _____

Address: _____

E-mail: _____

Contact Person: _____ Phone: _____

Dollar Amount Participation: \$ _____

Percent Amount of Participation: _____ %

*Letter of Intent attached?

Yes ☒

No ☐

*Current Letter of Certification attached?

Yes ☒

No ☐

Attach additional sheets as needed.

*** Letter(s) of Intent and current Letters of Certification must be submitted at the time of bid.**



MBE/WBE LETTER OF INTENT - FORM 2

M/WBE Firm: SE3

Certifying Agency: Cook County

Contact Person: Jason Martin, PE

Certification Expiration Date: 11/2/2025

Address: 1111 Burlington Ave, Suite 111

Ethnicity: African American

City/State: Lisle, IL Zip: 60532

Bid/Proposal/Contract #: 2028-18170

Phone: 630-320-0883 Fax: _____

FEIN #: 20-1307980

Email: jmartin@se3.us

Participation: ☒ Direct ☐ Indirect

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

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

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

Zoning and Building Permit reviews for compliance with applicable regulations - including but not limited to: Stormwater management review, drainage review, H&H, FEMA, MWRDBC Compliance reviews, and IDOT drainage criteria reviews.

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

\$99,500 which is 8% of \$1,199,000 paid as CPFF

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

Signature (M/WBE)

Signature (Prime Bidder/Proposer)

Raymond Kumapley, PE

Louis D. Haussmann

Print Name

Print Name

SE3, LLC

Baxter & Woodman, Inc.

Firm Name

Firm Name

October 14, 2025

October 13, 2025

Date

Date

Subscribed and sworn before me

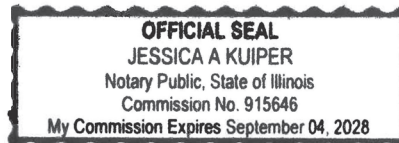
Subscribed and sworn before me

this 14 day of October, 2025.

this 13 day of October, 2025.

Notary Public

Notary Public



PETITION FOR PARTIAL OR FULL WAIVER – FORM 3

Bidder/Proposer: Baxter & Woodman, Inc.

Contract No./Title: 22028-18170 / Building and Zoning Permit Review Services

A. BIDDER/PROPOSER HEREBY REQUESTS:

<u> </u> FULL MBE WAIVER	<u> X </u> PARTIAL MBE WAIVER
<u> </u> FULL WBE WAIVER	<u> </u> PARTIAL WBE WAIVER
<u> </u> FULL DBE WAIVER	<u> </u> PARTIAL DBE WAIVER

B. REASON FOR PARTIAL/FULL WAIVER REQUEST:

Bidder/Proposer shall check each item applicable to its overall reason for a waiver request. Additionally, supporting documentation shall be submitted with this request.

- (1) Lack of sufficient qualified MBEs and/or WBEs capable of providing the goods or services required by the contract.
- (2) The specifications and necessary requirements for performing the contract make it impossible or economically infeasible to divide the contract to enable the contractor to utilize MBEs and/or WBEs in accordance with the applicable participation.
- (3) Price(s) quoted by potential MBEs and/or WBEs are above competitive levels and increase cost of doing business and would make acceptance of such MBE and/or WBE bid economically impracticable, taking into consideration the percentage of total contract price represented by such MBE and/or WBE bid.
- X (4) There are other relevant factors making it impossible or economically infeasible to utilize MBE and/or WBE firms.

GOOD FAITH EFFORT TRANSPARENCY REPORT

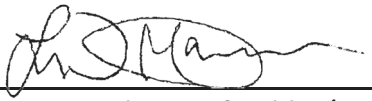
C. GOOD FAITH EFFORTS TO OBTAIN PARTICIPATION (attach sheets as necessary as Schedule 1)

Bidder/Proposer shall explain and detail the following Good Faith Efforts undertook to meet Cook County's contract specific goals.

1. Please attach to this form a detailed list of any and all PCEs, stating the PCE certification (MBE and/or WBE as defined by the Cook County Municipal Code) and with whom from the contacted PCEs the Bidder/Proposer engaged, contacted, and/or communicated with in the County's Market Place;
Timelines:
 - a. When the Bidder/Proposer knew of the bid;
 - b. When the Bidder/Proposer contacted the PCE(s);
 - c. When the Bidder/Proposer formulated its bid and utilization plan;
and
 - d. When was the bid request due date.
2. The number of timely attempts to contact PCEs providing the type of supplies, equipment, goods, and/or services required for the Procurement, including but not limited to;
 - a. Dates of each contact attempt for each contacted PCE;
 - b. Whom, if anyone, the Bidder/Proposer communicated and/or corresponded (including written, virtual, digital, electronic, and other feasible methods of communication);
 - c. The number of unsuccessful attempts to communicate or correspond with PCEs; and
 - d. Attach copies of all solicitations to contacted PCEs.
3. How the Bidder/Proposer proposed to divide the procurement requirements into small tasks and/or quantities into economically feasible units to promote PCE participation.
4. Whether and to what degree the requesting party will endeavor to maximize indirect participation.
5. Detailed explanation of use, if any, of the Center of Business Enterprise Development Compliance services and staff.
6. Detailed explanation of timely notification and usage of services and assistance provided by community, minority, and/or women business organizations.
7. Attach any other documentation relative to Good Faith Efforts in complying with MBE and WBE participation.

GOOD FAITH EFFORT TRANSPARENCY REPORT

By signing below, I affirm under penalty of perjury the information provided in the Petition for Full or Partial Waiver/Good Faith Effort Transparency Report is truthful, accurate, and complete, to the best of my knowledge and capacity. I agree any finding of false, fraudulent, and/or otherwise misleading information will automatically disqualify the request for a waiver and County's Center of Business Enterprise Development reserves the right to pursue additional actions and/or remedies against the requesting Bidder/Proposer.

	President / CEO	10/13/2025
Signature and Title of Bidder/Proposer	Title	Date



OFFICE OF CONTRACT COMPLIANCE

Nicole Mandeville

DIRECTOR, CONTRACT COMPLIANCE

161 N. Clark Street, Suite 2300 • Chicago, Illinois 60601 • (312) 603-5502

ONI PREC INKLE

RESIDENT

**ook County Board
of Commissioners**

TARA STAMPS
1st District

VACANT
2nd District

BILL LOWRY
3rd District

STANLEY MOORE
4th District

MONICA GORDON
5th District

DONNA MILLER
6th District

ALMA E. ANAYA
7th District

ANTHONY QUEZADA
8th District

MAGGIE TREVOR
9th District

BRIDGET GAINER
10th District

JOHN P. DALEY
11th District

BRIDGET DEGNEN
12th District

JOSINA MORITA
13th District

SCOTT R. BRITTON
14th District

KEVIN B. MORRISON
15th District

FRANK AGUILAR
16th District

SEAN M. MORRISON
17th District

November 6, 2024

Vernal Stewart
SE3, LLC
1111 Burlington Ave.
Suite 111
Lisle, IL 60532

Annual Certification Renewal: November 2, 2025

Dear Mr. Stewart:

Congratulations on your continued eligibility for certification as a **Minority Business Enterprise (MBE)**, by Cook County Government. This certification does not expire; however, you must re-validate your firm's certification annually.

In the past, we have provided annual letters, this practice will no longer continue given that your firm will remain certified indefinitely based on your compliance to programmatic requirements. Please refer to this letter, the Vendor Directory, and your account dashboard for evidence of certification.

As a condition of continued Certification, you must file a **No Change Affidavit** within **ninety (90) calendar days** prior to the date of the annual renewal. Failure to file this affidavit may result in the removal of your Certification. You must notify Cook County's Office of Contract Compliance of any change in ownership or control or any other matters or facts affecting your firm's eligibility for Certification within **ten (10) calendar days** of such change.

Cook County Government may commence action to remove your firm as a certified vendor if you fail to notify us of any changes of facts affecting your firm's Certification, fails to submit annual renewals, or if your firm otherwise fails to cooperate with the County in any inquiry or investigation. Removal of your status may also be commenced if your firm is found to be involved in bidding or contractual irregularities.

This firm is Certified under the following commodity codes/area(s) of specialty:

NAICS 237310: CONSTRUCTION MANAGEMENT, HIGHWAY, ROAD, STREET AND BRIDGE
NAICS 541330: CIVIL ENGINEERING SERVICES
NAICS 541330: CONSULTING ENGINEERS' OFFICES
NAICS 541330: ENGINEERING SERVICES
NAICS 541330: GEOLOGICAL ENGINEERING SERVICES

Your firm's participation on Cook County contracts will be credited toward **Minority Business Enterprise (MBE)** goals in your area(s) of specialty. While your participation on Cook County contracts is not limited to your specialty, credit toward **Minority Business Enterprise (MBE)** goals will be given only for work done in the specialty category.

Thank you for your continued interest in Cook County Government's Minority, Women, Veteran, Service-Disabled Veteran, and Persons with Disabilities Business Enterprise Programs.

Sincerely,

The Office of Contract Compliance

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

OCPO ONLY:	
☐	Disqualification
☐	Check Complete

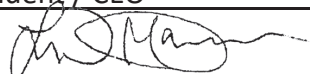
The Bidder/Proposer/Respondent ("the Contractor") will fully complete and execute and submit an Identification of Subcontractor/Supplier/Subconsultant Form ("ISF") with each Bid, Request for Proposal, and Request for Qualification. **The Contractor must complete the ISF for each Subcontractor, Supplier 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.: 2028-18170	Date: October 13, 2025
Total Bid or Proposal Amount: \$199,000	Contract Title: Zoning and Building Permit Review Services
Contractor: Baxter & Woodman, Inc.	Subcontractor/Supplier/ Subconsultant to be added or substitute: SE3, LLC
Authorized Contact for Contractor: Louis D. Haussmann, PE	Authorized Contact for Subcontractor/Supplier/ Subconsultant: Jason Martin, PE
Email Address (Contractor): lhaussmann@baxterwoodman.com	Email Address (Subcontractor): jmartin@se3.us
Company Address (Contractor): 8430 W. Bryn Mawr Avenue Suite 400	Company Address (Subcontractor): 1111 Burlington Avenue Suite 111
City, State and Zip (Contractor): Chicago, IL 60631	City, State and Zip (Subcontractor): Lisle, IL 60532
Telephone and Fax (Contractor): 773-444-0292	Telephone and Fax (Subcontractor): 630-320-0883
Estimated Start and Completion Dates (Contractor): 3/15/26 to 3/14/27	Estimated Start and Completion Dates (Subcontractor): 3/15/26 to 3/14/27

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>
Zoning and building permit review services	\$99,500

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.**

Baxter & Woodman, Inc.
 Contractor
 Louis D. Haussmann, PE
 Name
 President / CEO
 Title 
 Prime Contractor Signature 10/13/2025
 Date



Waiver Meeting Analysis Form

Reviewing Officer: David Bowman

Date: 10/22/2025

Bidder/Proposer Name: Baxter & Woodman, Inc.

Contract No.: 2028-18170 Amendment 3

Commodity: Zoning and Building Permit Reviews

Dollar Amount: Amendment 3 increases the contract value by \$199,000.00 to a total contract value of \$1,199,000.00 and renews the contract for one year through March 14, 2027

MBE/WBE/DBE Goal: 35% MWBE

BIDDER/PROPOSER REQUEST	Check the appropriate box:		% OF WAVIER REQUESTED
	FULL WAIVER	PARTIAL WAVIER	
MBE WAIVER			
WBE WAIVER			
M/WBE WAIVER		✓	10.15%
DBE WAIVER			

Waiver Meeting Analysis Form

Check each item applicable to Bidder/Proposer reason(s) for a waiver request

REASON FOR REQUEST	YES	NO	EXPLAINED YES/NO
Lack of sufficient qualified MBEs and/or WBEs capable of providing the goods or services required by the contract.			
The specifications and necessary requirements for performing the contract make it impossible or economically infeasible to divide the contract to enable the contractor to utilize MBEs and/or WBEs in accordance with the applicable participation.			
Price(s) quoted by potential MBEs and/or WBEs are above competitive levels and increase cost of doing business would make acceptance of such MBE and/or WBE bid economically impracticable, taking into consideration the percentage of total contract price represented by such MBE and/or WBE bid.			
There are other relevant factors making it impossible or economically infeasible to utilize MBE and/or WBE firms.	✓		✓

Waiver Meeting Analysis Form

Check each item applicable to Bidder/Proposer good faith efforts to obtain MBE/WBE participation.

GOOD FAITH EFFORTS	YES	NO
Reviewed list of PCEs maintained by the County to identify qualified PCEs for contract participation.		
Divided Procurement elements into discrete tasks, quantities or economically feasible units consistent with the availability of PCEs, to facilitate PCE participation.		
Adjusted or offered to adjust relevant insurance requirements or otherwise assisted or offered to assist PCEs in obtaining relevant insurance, where economically feasible, to encourage participation by PCEs.		
Made timely attempts to contact PCEs capable of providing relevant goods or services and provide them with a convenient and timely opportunity to obtain, review and respond to all relevant information concerning the Procurement.	✓	
Followed up initial contacts of PCEs to determine if they are interested in participating in the Procurement.		
Negotiated in good faith and on a timely basis with PCEs to enable them to participate in the Procurement. Evidence of such negotiation shall include full contact information for the relevant PCEs; a description of the information provided regarding relevant plans and specifications for the work; and an explanation as to why an agreement in principle could not be reached.		
Made efforts to assist relevant PCEs in obtaining equipment, supplies, materials, or related assistance or services, where appropriate, provided, however, that the PCE remains responsible for actually paying for such items and is in a position to fulfill a commercially useful function.		
Established delivery schedules which will encourage participation by PCEs, where the requirements of the Procurement permit.		
Used the services and assistance of the CCD's staff.		
Timely notified appropriate community and minority and women's business organizations; identified by the OCC as assist agencies, of the opportunity for participation in the Procurement.		
Has established a mentor/Protégé agreement with a PCE to help improve or develop the PCEs business, operations, capacity, financial management, reputation or skills, which sets forth the actual or projected effects of such agreement.		
Demonstrated to the CCD that no PCE exist with which a mentor/protégé relationship could be established.		

Check item applicable

Waiver Meeting Analysis Form

Additional Factors	Yes	No
The levels of participation by PCEs set forth in Utilization Plans submitted by other Persons for the same Procurement.		
Whether and to what degree the requesting party will endeavor to maximize indirect participation.		
Whether the requesting party's has, without sound and demonstrable reasons, rejected PCEs as being unqualified.		
Whether the requesting party's conclusion that PCEs were not available for participation in the procurement is based solely on additional costs associated with such participation		

Check item applicable, initial and date.

Reviewing Officer	Grant	Deny	Initial	Date
Recommendation	✓		DB	10/22/25

Waiver Meeting Analysis Form

Reason for recommendation:

Scope of Work: This contract provides for professional engineering consulting services to complete the technical review, tracking and processing of Building and Zoning permit requests. The Consultant is to work closely with the Cook County Department of Building and Zoning (CCBZ) to ensure permit requests are in compliance with all applicable ordinances and regulations prior to approval by the CCBZ.

Waiver Details: Baxter & Woodman is seeking a continuation of previously approved waivers and is requesting an 11.15% MWBE waiver. This is a smaller waiver than what has been previously approved under Amendments 1 and 2. A partial MBE/WBE waiver of 24.185% was granted to Baxter & Woodman during the processing of Amendment 1 on March 6, 2024 as was second partial waiver of 16.35% during the processing of Amendment 2. The waivers were predicated on the contract's original 35% MBE, FluidClarity Ltd, losing their MBE certification from the City of Chicago during the initial part of the contract in July of 2021. Between March and July of 2021, FluidClarity Ltd invoiced a total of \$11,534.82 which can be counted towards MWBE credit and equates to 0.96% participation for this contract's revised value of \$1,199,000.00 pursuant to Amendment 3. Given the loss of original sub, FluidClarity Ltd, Baxter & Woodman added a new MBE sub-contractor, SE3, LLC, during the processing of Amendment 1. For Amendment 1, Baxter and Woodman LLC committed to 50% (\$75,000.00) participation on the \$150,000 renewal amount using their new MBE, SE3 LLC. For Amendment 2, Baxter & Woodman LLC committed to 50% participation on the \$200,000.00 renewal amount which equated to \$100,000.00 using their subcontractor SE3, LLC. This increased the total commitment to SE3 to \$175,000.00 and equated to 17.50% commitment of the revised contract value of \$1,000,000. For subject Amendment 3, Baxter & Woodman LLC is committing to 50% participation on the \$199,000.00 renewal amount using their subcontractor SE3, LLC which equates to \$99,500.00. The additional \$99,500.00.00 committed to SE3, LLC in addition to the previously committed \$175,000.00 equates to \$274,500.00 (23.07%) participation of the total contract value of \$1,199,000. This 22.89% participation by SE3, LLC and the previous 0.96% participation by FluidClarity Ltd. brings the total commitment to 23.85% MWBE which necessitates a partial 11.15% MWBE waiver.

Good Faith Efforts:

Although Baxter was no longer receiving MBE credit for use of FluidClarity Ltd, Baxter continued to use them and paid them a total of \$188,579.00. Had Baxter received the MBE credit for ALL of the services (\$188,579) that FluidClarity Ltd provided along with that of new sub, SE3 LLC (\$274,500) which totals \$463,079, Baxter would be on track to exceed the 35% MWBE contract goal with a 38.62% (\$463,079/\$1,199,000) commitment.

Waiver Meeting Analysis Form

Check item applicable, initial and date.

Waiver Team Member	Agree	Disagree	Initial	Date
Maleya Edwards	✓		ME	10/22/2025
Venice Lewis	✓		VL	10/22/2025
Andrea Williams	✓		AW	10/22/2025
Gary Gordon	✓		GG	10/22/2025
Michael Krug	✓		MK	10/22/2025
Marco Magana	✓		MM	10/22/2025
Ashle' Bland	✓		AB	10/22/2025
Mohammad Abdrabo			MA	OOO
April Johnson	✓		AJ	10/22/2025

Must have at least two members to vote on a waiver

Comments:

Deputy Director (OCPO BED): JEANETTA CARDANE

Approval Date: 10/22/25



Waiver Meeting Analysis Form

Denial Date: _____

Comments (If denied):

Utilization Plan – Amendment 3 (Based on contract value of \$1,199,000.00)

<u>Subcontractor</u>	<u>MWBE Status</u>	<u>Certifying Agency</u>	<u>Commitment (Direct)</u>	
FluidClarity Ltd.	MBE-AA-M	City of Chicago	0.96%	\$11,534.82
SE3, LLC	MBE-AA-M	Cook County	22.89%	\$274,500.00

Total: 23.85%



Waiver Meeting Analysis Form

BAXTER & WOODMAN
Consulting Engineers

October 21, 2025

Mr. David Bowman
Compliance Officer
Cook County Bureau of Finance Office of Contract Compliance
161 North Clark Street, 23rd Floor
Chicago, IL 60601

Subject: Contract 2028-18170 A3 – Building and Zoning Permit Review Services

Dear Mr. Bowman:

We are writing to support our petition for reduction in the required MBE/WBE participation goal of this contract amendment. The goals for the original contract and the amendment are 35 percent. We are requesting a reduction in this goal to 23.85 percent for the combined contract with a separate goal for the renewal of 50 percent. We are requesting this reduction only because the consultant we used on the original contract failed to maintain their certification as a Minority Business Enterprise.

In 2014, we were awarded a contract for permit review services to the Building and Zoning Department through the Department of Transportation and Highways. FluidClarity, Ltd. assisted us with this work as a certified Minority Business Enterprise. Together we completed the services successfully under the original 3-year contract and two 1-year renewals, with the 35-percent participation goal fully met.

When we proposed these same services to Building and Zoning in 2020, we again partnered with FluidClarity because of our successful relationship with them and their continued certification as a Minority Business Enterprise. We were awarded the contract and began work on March 14, 2021. Between March 2021 and February 2024, we billed a total of \$543,239.62 for this work and paid \$185,597.78 (34.1%) to FluidClarity, Ltd. Unfortunately, FluidClarity's MBE certification expired in July 2021 and they failed to renew it in time, relying on their certification from the State of Illinois Commission on Equity and Inclusion. Between March and July of 2021, FluidClarity invoiced a total of \$11,534.82. This represents 0.96 percent of the total \$1,199,000 contract value.

As the County offices were reviewing the documents needed for our 2024 renewal, FluidClarity's failure to maintain their certification with Cook County came to light. We immediately took steps to engage with other subconsultants who were currently certified by Cook County and partnered with SE3, LLC (a certified Minority Business Enterprise) for the 2024-2025 and 2025-2026 renewals. SE3 has agreed to continue working with us towards the 50 percent participation goal for the 2026-2027 renewal. SE3's total participation will be 22.9 percent of the total \$1,199,000 contract value.



Waiver Meeting Analysis Form



Our anticipated total M/WBE participation for the combined original and renewal contract is summarized below.

Proposed Renewal 2028-18170A3	
Amount of Renewal	\$199,000.00
Amount of Participation	\$99,500.00

Total of Original and Renewals	
Total Expected Billings	\$1,199,000.00
Total Expected Participation	\$286,034.82
	23.85%

We believe this updated goal represents a good faith effort on our part to ensure Minority and Women Business Enterprise participation in our work for Cook County. To achieve the original goal of 35 percent participation would require paying a subconsultant approximately \$419,650 which is greater than the total value of the renewals. We believed that our previous subconsultant would maintain their certification as required by the contract conditions and their responsibility as a certified MBE, and paid them almost \$186,000 over the course of our previous contract.

Please let us know if you have any questions or need any additional information.

Sincerely,

BAXTER & WOODMAN, INC.
CONSULTING ENGINEERS

Louis D. Haussmann, PE
Chief Executive Officer



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/20/2024

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).

PRODUCER Holmes Murphy & Associates 2727 Grand Prairie Pkwy Waukegan IA 50263	CONTACT NAME: Morgan Ebel PHONE (A/C, No, Ext): 612-349-2438 E-MAIL ADDRESS: MEbel@holmesmurphy.com	FAX (A/C, No):
INSURED Baxter & Woodman, Inc 8678 Ridgefield Road Crystal Lake, IL 60012	INSURER(S) AFFORDING COVERAGE INSURER A: Valley Forge Insurance Company INSURER B: The Continental Insurance Company INSURER C: Continental Casualty Company INSURER D: INSURER E: INSURER F:	NAIC # 20508 35289 20443

COVERAGES

CERTIFICATE NUMBER: 2111481562

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	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☒ LOC OTHER:			7017821337	1/1/2025	1/1/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY			7017833701	1/1/2025	1/1/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 10,000			7017835416	1/1/2025	1/1/2026	EACH OCCURRENCE \$ 15,000,000 AGGREGATE \$ 15,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	☐ Y ☒ N	N/A	717818681	1/1/2025	1/1/2026	☒ PER STATUTE ☐ 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
C	Professional Liability Claims made form			AEH591900841	1/1/2025	1/1/2026	Per claim \$5,000,000 Aggregate \$10,000,000

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

Contract No. 2028-18170
Building and Zoning Permit Review Services

Additional Insured only if required by written contract with respect to General Liability, Automobile Liability and Umbrella/Excess Liability applies on a primary basis and the insurance of the additional insured shall be non-contributory: Cook County and Others as required by written contract, per policy terms and conditions.

Waiver of Subrogation only if required by written contract with respect to General Liability, Automobile Liability, Workers Compensation and Umbrella/Excess See Attached...

CERTIFICATE HOLDER**CANCELLATION**

County of Cook, Illinois
118 N. Clark Street
Chicago IL 60602

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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**ADDITIONAL REMARKS SCHEDULE**Page 1 of 1

AGENCY Holmes Murphy & Associates		NAMED INSURED Baxter & Woodman, Inc 8678 Ridgefield Road Crystal Lake, IL 60012
POLICY NUMBER		
CARRIER	NAIC CODE	EFFECTIVE DATE:

ADDITIONAL REMARKS**THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,****FORM NUMBER:** 25 **FORM TITLE:** CERTIFICATE OF LIABILITY INSURANCE

Liability applies in favor of: Cook County and Others as required by written contract, per policy terms and conditions.

General Liability, Automobile Liability and Workers Compensation Policies include an endorsement providing 30 day's notice of cancellation will be furnished to the certificate holder.



Cook County
Office of the Chief Procurement Officer

Economic Disclosure Statement Recertification Affidavit

Applicant/Holder Name: Baxter & Woodman, Inc.

Contract #: 2028-18170

Address: 8430 W. Bryn Mawr Avenue, Suite 400

City: Chicago

County: Cook

State: IL

Zip: 60631

Phone: 773-444-0292

Email: lhaussmann@baxterwoodman.com

Instructions

If the Applicant is a corporation, the President must execute this affidavit. If executed by someone other than the President, attach hereto a certified copy of that section of the Corporate By-Laws or other authorization, satisfactory to the County that permits the person to execute this affidavit for the corporation.

If the Applicant is a partnership or joint venture, all partners or joint venturers must execute this affidavit, unless one partner or joint venturer has been authorized to sign.

If the Applicant is a member-managed LLC all members must execute this affidavit, unless otherwise provided in the operating agreement, resolution or other corporate documents.

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

This recertification is being submitted in connection with

Contract Name: Building and Zoning Permit Review Services

Under penalty of perjury, the person signing below: (1) warrants that he/she is authorized to execute this Economic Disclosure Statement ("EDS") recertification on behalf of the Applicant/Holder, (2) warrants that all certifications and statements contained in the Applicant/Holder's last submitted EDS dated are true, accurate and complete as of the date furnished to the County and continue to be true, accurate and complete as of the date of this recertification, and (3) reaffirms its acknowledgments.

Recertification of:

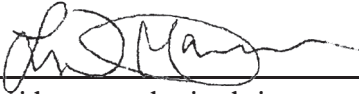
- ☒ Certifications (SECTION 2), if applicable, as updated on:
- ☒ Economic and Other Disclosures (SECTION 3), if applicable, as updated on:
- ☒ Cook County Child Support Affidavit (Please submit any additional Child Support Obligations as an attachment to this form), if applicable, as updated on:
- ☒ Cook County Disclosure of Ownership Interest Statement, if applicable, as updated on:
- ☒ Cook County Board of Ethics Familial Relationship Disclosure Form, if applicable, as updated on:
- ☒ Cook County Affidavit for Wage Theft Ordinance (SECTION 4), if applicable, as updated on:

If your recertification of any of the above is related to information contained in an updated form submitted after the last submitted full EDS, please indicate the date such information was updated.

IMPORTANT: If you are unable to re-certify any section(s) of your previous EDS, please submit a truthful, fully updated version of that section(s) of the EDS including separate signatures where required.

By: Baxter & Woodman, Inc.
(Print or type legal name of Applicant/Holder)

Date: October 13, 2025



President or authorized signatory (Signature)

Print or type name of President or authorized signatory:

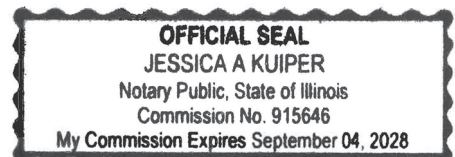
Louis D. Haussmann

Title of signatory:

President / Chief Executive Officer

Subscribed and sworn to before me on this 13th day of October, 2025

Notary Public Signature: Jessica A. Kuiper Seal:





Cook County
Office of the Chief Procurement Officer

Economic Disclosure Statement Recertification Affidavit

Applicant/Holder Name: Baxter & Woodman, Inc.

Contract #: 2028-18170

Address: 8430 W. Bryn Mawr Avenue, Suite 400

City: Chicago

County: Cook

State: IL

Zip: 60631

Phone: 773-444-0292

Email: lhaussmann@baxterwoodman.com

Instructions

If the Applicant is a corporation, the President must execute this affidavit. If executed by someone other than the President, attach hereto a certified copy of that section of the Corporate By-Laws or other authorization, satisfactory to the County that permits the person to execute this affidavit for the corporation.

If the Applicant is a partnership or joint venture, all partners or joint venturers must execute this affidavit, unless one partner or joint venturer has been authorized to sign.

If the Applicant is a member-managed LLC all members must execute this affidavit, unless otherwise provided in the operating agreement, resolution or other corporate documents.

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

This recertification is being submitted in connection with

Contract Name: Building and Zoning Permit Review Services

Under penalty of perjury, the person signing below: (1) warrants that he/she is authorized to execute this Economic Disclosure Statement ("EDS") recertification on behalf of the Applicant/Holder, (2) warrants that all certifications and statements contained in the Applicant/Holder's last submitted EDS dated are true, accurate and complete as of the date furnished to the County and continue to be true, accurate and complete as of the date of this recertification, and (3) reaffirms its acknowledgments.

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

Section	Description	Pages
1	Instructions for Completion of EDS	EDS i - ii
2	Certifications	EDS 1– 2
3	Economic and Other Disclosures, Affidavit of Child Support Obligations, Disclosure of Ownership Interest and Familial Relationship Disclosure Form	EDS 3 – 12
4	Cook County Affidavit for Wage Theft Ordinance	EDS 13-14
5	Contract and EDS Execution Page	EDS 15
6	Cook County Signature Page	EDS 16

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

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

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

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

Applicant means a person who executes this EDS.

Bidder means any person who submits a Bid.

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

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

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

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

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

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

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

Lobbyist means any person who lobbies.

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

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

Proposal means a response to an RFP.

Proposer means a person submitting a Proposal.

Response means response to an RFQ.

Respondent means a person responding to an RFQ.

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

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

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

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

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

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

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

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

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.

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
N/A	

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:

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

Yes: ☐ No: ☒

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

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

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

4. REAL ESTATE OWNERSHIP DISCLOSURES.

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

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

PERMANENT INDEX NUMBER(S): _____

(ATTACH SHEET IF NECESSARY TO LIST ADDITIONAL INDEX NUMBERS)

OR:

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

5. EXCEPTIONS TO CERTIFICATIONS OR DISCLOSURES.

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

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 Baxter & Woodman, Inc.

D/B/A: _____ FEIN # Only: 36-2845242

Street Address: 8430 W. Bryn Mawr Avenue, Suite 400

City: Chicago State: IL Zip Code: 60631

Phone No.: 773-444-0292 Fax Number: 773-444-0334 Email: lhaussmann@baxterwoodman.com

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

Corporate File Number (if applicable): _____

Form of Legal Entity:

☐ Sole Proprietor ☐ Partnership ☒ Corporation ☐ Trustee of Land Trust

☐ Business Trust ☐ Estate ☐ Association ☐ Joint Venture

☐ Other (describe) _____

Ownership Interest Declaration:

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

Name	Address	Percentage Interest in Applicant/Holder
See attached list of Principals and other shareholders.		

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
See attached list of Principals and other shareholders.			

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 attached list of Principals and other shareholders.			

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.

Baxter & Woodman, Inc. Consulting Engineers
Responsible Principals And/or Partners

Principal

Louis D. Haussmann
President/ Chief Executive Officer
104 South Oak Street
Crystal Lake, Illinois 60014

Derek J. Wold
Secretary
842 Chancellor Court
Naperville, Illinois 60540

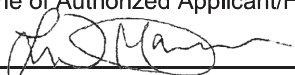
Michael Kurzy
Treasurer / Executive Vice President
42 West Artist Grove
Spring, Texas 77382

Rebecca Travis
Executive Vice President
4880 Gateway Gardens Drive
Boynton Beach, Florida 33436

Sean O'Dell
Executive Vice President
620 S. Laflin Street, Unit D
Chicago, Illinois 60607

Michael D. Klein
Executive Vice President
18439 W. Springwood Drive
Grayslake, IL 60030

COOK COUNTY DISCLOSURE OF OWNERSHIP INTEREST STATEMENT SIGNATURE PAGE

Louis D. Haussmann
Name of Authorized Applicant/Holder Representative (please print or type)

Signature
lhaussmann@baxterwoodman.com
E-mail address

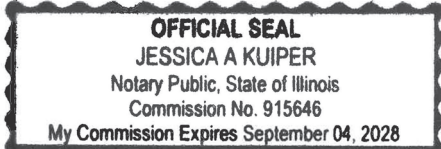
President / CEO
Title
October 13, 2025
Date
773-444-0292
Phone Number

Subscribed to and sworn before me
this 13th day of Oct, 2025

My commission expires: 9/4/2028

X 
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:

- | | | |
|----------------------------------|--|---------------------------------------|
| ☐ Parent | ☐ Grandparent | ☐ Stepfather |
| ☐ Child | ☐ Grandchild | ☐ Stepmother |
| ☐ Brother | ☐ Father-in-law | ☐ Stepson |
| ☐ Sister | ☐ Mother-in-law | ☐ Stepdaughter |
| ☐ Aunt | ☐ Son-in-law | ☐ Stepbrother |
| ☐ Uncle | ☐ Daughter-in-law | ☐ Stepsister |
| ☐ Niece | ☐ Brother-in-law | ☐ Halfbrother |
| ☐ Nephew | ☐ Sister-in-law | ☐ Halfsister |

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

A. PERSON DOING OR SEEKING TO DO BUSINESS WITH THE COUNTYName of Person Doing Business with the County: Baxter & Woodman, Inc.Address of Person Doing Business with the County: 8430 W. Bryn Mawr Avenue, Suite 400, Chicago, IL 60631Phone number of Person Doing Business with the County: 773-444-0292Email address of Person Doing Business with the County: lhaussmann@baxterwoodman.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:

Louis D. Haussmann, CEO, lhaussmann@baxterwoodman.com

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: 2028-18170 A3

The aggregate dollar value of the business you are doing or seeking to do with the County: \$ 1,199,000.00

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: _____

David Crawl, Contract Negotiator, david.crawl2@cookcountyiil.gov

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: _____

Tim Bleuher, Commissioner of Building and Zoning, tim.bleuher@cookcountyiil.gov

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*
N/A			

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*
N/A			

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*
N/A			

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*
---	--	--	-------------------------------------

N/A			

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*
---	--	--	-------------------------------------

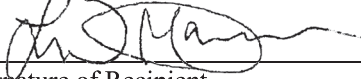
N/A			

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*
---	--	--	-------------------------------------

N/A			

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.

	October 13, 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: 2028-18170

County Using Agency (requesting Procurement): Cook County Department of Building and Zoning

II. Person/Substantial Owner Information:

Person (Corporate Entity Name): Baxter & Woodman, Inc.

Substantial Owner Complete Name: Louis D. Haussmann

FEIN# 36-2845242

Date of Birth: N/A

E-mail address: lhaussmann@baxterwoodman.com

Street Address: 8430 W. Bryn Mawr Avenue, Suite 400

City: Chicago

State: IL

Zip: 60631

Home Phone: () -

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 *Illinois Wage Payment and Collection Act, 820 ILCS 115/1 et seq., YES or NO*

No *Illinois Minimum Wage Act, 820 ILCS 105/1 et seq., YES or NO*

No *Illinois Worker Adjustment and Retraining Notification Act, 820 ILCS 65/1 et seq., YES or NO*

No *Employee Classification Act, 820 ILCS 185/1 et seq., YES or NO*

No *Fair Labor Standards Act of 1938, 29 U.S.C. 201, et seq., YES or NO*

No *Any comparable state statute or regulation of any state, which governs the payment of wages YES or NO*

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

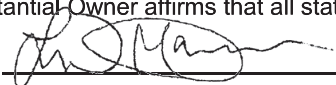
If Person/Substantial Owner answered “Yes” to any of the questions above, it may request a reduction or waiver in accordance with Section 34-179(d), provided that the request for reduction of waiver is made on the basis of one or more of the following actions that have taken place:

- 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.

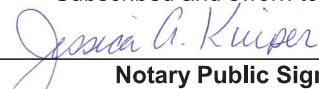
V. Affirmation

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

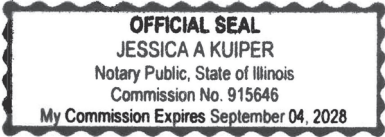
Signature:  Date: October 13, 2025

Name of Person signing (Print): Louis D. Haussmann Title: President / CEO

Subscribed and sworn to before me this 13th day of October, 2025

X 
Notary Public Signature

Notary Seal
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

Baxter & Woodman, Inc.
Corporation's Name

773-444-0292
Telephone

Jessica A. Kuiper
Secretary Signature (Deputy)

Louis D. Haussmann
President's Printed Name and Signature 

lhaussmann@baxterwoodman.com
Email

October 13, 2025
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

_____ day of _____, 20____.

My commission expires:

Notary Public Signature

Notary Seal

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

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)

Recertification of:

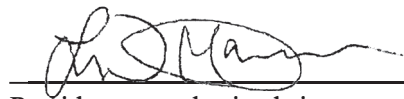
- ☒ Certifications (SECTION 2), if applicable, as updated on:
- ☒ Economic and Other Disclosures (SECTION 3), if applicable, as updated on:
- ☒ Cook County Child Support Affidavit (Please submit any additional Child Support Obligations as an attachment to this form), if applicable, as updated on:
- ☒ Cook County Disclosure of Ownership Interest Statement, if applicable, as updated on:
- ☐ Cook County Board of Ethics Familial Relationship Disclosure Form, if applicable, as updated on:
- ☒ Cook County Affidavit for Wage Theft Ordinance (SECTION 4), if applicable, as updated on:

If your recertification of any of the above is related to information contained in an updated form submitted after the last submitted full EDS, please indicate the date such information was updated.

IMPORTANT: If you are unable to re-certify any section(s) of your previous EDS, please submit a truthful, fully updated version of that section(s) of the EDS including separate signatures where required.

By: Baxter & Woodman, Inc.
(Print or type legal name of Applicant/Holder)

Date: October 13, 2025



President or authorized signatory (Signature)

Print or type name of President or authorized signatory:

Louis D. Haussmann

Title of signatory:

President / Chief Executive Officer

Subscribed and sworn to before me on this 13th day of October, 2025

Notary Public Signature: Jessica A. Kuiper Seal:

