

PUBLIC BUILDING COMMISSION OF CHICAGO



AGREEMENT

CONTRACT NUMBER PS1485

WITH

TERRACON CONSULTANTS, INC.

TO PROVIDE

CONSTRUCTION MATERIAL TESTING & INSPECTION SERVICES

FOR

AVONDALE / IRVING PARK AREA ELEMENTARY SCHOOL

3231 N. SPRINGFIELD AVENUE

CHICAGO, ILLINOIS

Project Number: 05080

Mayor Richard M. Daley

Chairman

Erin Lavin Cabonargi

Executive Director

Richard J. Daley Center, Room 200

50 West Washington Street

Chicago, Illinois 60602

www.pbcchicago.com

EXECUTION PAGE

**CONSTRUCTION MATERIAL TESTING & INSPECTION SERVICES
AVONDALE / IRVING PARK AREA ELEMENTARY SCHOOL – PS1485
PROJECT NUMBER: 05080**

THIS AGREEMENT effective as of February 9, 2009, but actually executed on the date witnessed, is entered into by and between the **Public Building Commission of Chicago**, a municipal corporation of the State of Illinois, having its principal office at Room 200, Richard J. Daley Center, 50 West Washington Street, Chicago, Illinois 60602, (the "**Commission**"), and **Terracon Consultants, Inc.** with offices at **650 West Lake Street, Suite 420, Chicago, Illinois, 60661** (the "**Consultant**").

Background Information – Recitals:

Whereas, The **Commission** on behalf of the Board of Education of the City of Chicago (referred to in this Agreement as the "**User Agency**"), intends to undertake the construction and/or improvement of the following facility or facilities in Chicago, Illinois described in Schedule A attached to the Agreement (the "**Project**"):

AVONDALE / IRVING PARK AREA ELEMENTARY SCHOOL

Whereas, the **Commission** requires certain professional services described in the Agreement, in connection with the **Project** and desires to retain the **Consultant** on the terms and conditions set forth in the Agreement to perform such **Services**. The **Consultant** desires to be so retained by the **Commission** and has represented to the **Commission** that the **Consultant** has the knowledge, skill, experience and other resources necessary to perform the **Services** in the manner provided by the Agreement.

Whereas, the **Consultant** has consulted with the **Commission** and the **User Agency**, made site inspections, and taken such other actions as the **Consultant** deemed necessary or advisable to make itself fully acquainted with the scope and requirements of the **Project** and the **Services**. The **Consultant** represents that it is qualified and competent by education, training and experience to prepare drawings, specifications and construction documents necessary to complete the **Project** in accordance with standards of reasonable professional skill and diligence.

Whereas, the **Commission** has relied upon the **Consultant's** representations in selecting the **Consultant**.

NOW THEREFORE, the parties agree on the terms and conditions that follow:

PUBLIC BUILDING COMMISSION OF CHICAGO

Erin Laviri Cabonargi
Erin Laviri Cabonargi
Executive Director

Date: 2/17/09

ATTEST:

Edgwick Johnson
Edgwick Johnson - Secretary

Date: 2/17/09

TERRACON CONSULTANTS, INC.

Karen M. Jeffaris
EX. VICE President

Date: 2-10-09

AFFIX CORPORATE
SEAL, IF ANY, HERE

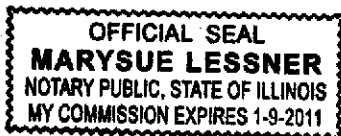
County of: DuPage

State of: Illinois

Subscribed and sworn to before me by Karen Jeffaris and _____
on behalf of Consultant this 10 day of Feb, 20 09.

Marysue Lessner
Notary Public

My Commission expires: 1/9/2011
(SEAL OF NOTARY)





Consulting Engineers & Scientists
18001 W. 106th Street, Suite 300
Olathe, KS 66061
Phone 913-599-6886
Fax 913-599-0574
www.terracon.com

CERTIFICATE OF AUTHORITY

Please be advised that Keven M. Jefferis is a Principal for the Naperville, Illinois office of Terracon Consultants, Inc. Mr. Jefferis is authorized to execute contracts on behalf of Terracon Consultants, Inc. for services to be provided by Terracon Consultants, Inc.

A handwritten signature in cursive script, appearing to read 'M. Gayle Packer', written over a horizontal line.

M. Gayle Packer
Secretary

12/9/08
Date

TERMS AND CONDITIONS - CONSTRUCTION MATERIAL TESTING

1. Definitions. The following phrases have the same meanings for purposes of this agreement.

a. **Agreement** means this professional services agreement for inspection and testing services, including all exhibits or documents attached hereto and/or incorporated by reference herein, and all amendments, modifications, or revisions made in accordance with the terms hereof.

b. **Commission** as herein referred to shall include the Public Building Commission of Chicago, the Commission's Chairman, Secretary, Assistant Secretary, Executive Director, Director of Construction, Managing Architect, Project Manager, or designated consultant or consultants, acting on behalf thereof, as designated by the Commission in writing, for the purpose of giving authorizations, instructions, and/or approval pursuant to this Agreement.

c. **Contract Documents** consists of all of the component parts of the Contract between the Commission and the General Contractor for the construction and improvement of the Project including, without limitation, the general and special conditions, technical specifications, drawings, addenda, bulletins and modifications thereto.

d. **Consultant** means the company or other entity identified in this agreement, and such successors or assigns, if any, as may be authorized by the terms and conditions of this Agreement.

e. **Key Personnel** means those job titles and persons as identified in those positions as identified in Consultant's proposal and accepted by the Commission.

f. **Project** means the construction and/or improvement of the facility or facilities specified in this Agreement.

g. **Services** means, collectively, the services, duties and responsibilities that are necessary to allow the Consultant to provide the Services required by the Commission under this agreement.

h. **Sub-consultant** means a firm hired by the Consultant to perform professional services related to the construction and/or improvement of the Project.

i. **Technical Personnel** as herein referred to include partners, officers and all other personnel of the Consultant, including technical typists assigned to the Project, exclusive of general office employees.

j. **User Agency** means the municipal corporation that requested the Commission to undertake the construction and/or improvement of the Project.

2. Incorporation of Documents. The documents identified below in this paragraph are hereby incorporated in and made a part of this Agreement. By executing this Agreement, Consultant acknowledges and agrees that Consultant is familiar with the contents of each of such documents and will comply fully with all applicable portions thereof in performing the Services.

a. Project Documents. The plans and specifications for the Project, to the extent that

plans and specifications for the Project have been prepared, as set forth and described in this Agreement (the "Project Documents").

b. Policies Concerning MBE and WBE. The Commission's policies concerning utilization of minority business enterprises ("MBE") and women business enterprises ("WBE"), as the same may be revised from time to time.

3. Engagement and Standards for Performing Services.

a. Engagement. The Commission hereby engages the Consultant, and the Consultant hereby accepts such engagement, to provide the Services described in this agreement, as the same may be amended, in writing, from time to time by mutual agreement of the Commission and the Consultant.

b. Performance Standard. The Consultant represents and agrees that the Services performed under this Agreement will proceed with efficiency, promptness and diligence and will be executed in a competent and thorough manner, in accordance with reasonable professional standards in the field consistent with that degree of skill and care ordinarily exercised by practicing inspection and testing professionals performing services of a scope, purpose, and magnitude comparable with the Services to be provided under this Agreement. If in the course of performing the Services, Consultant identifies any condition, situation, issue or problem that may impact the performance of the Services or the Project, Consultant shall promptly provide notice to the Commission. The Consultant further promises that it will assign at all times during the term of the Agreement the number of experienced, appropriately trained employees necessary for the Consultant to perform the Services in the manner required by the Agreement.

c. Consultant's Personnel. Consultant must ensure that all Services that require the exercise of professional skills or judgment are accomplished by professionals qualified and competent in the applicable discipline and appropriately licensed, if required by law. Consultant must maintain current copies of any such licenses and provide these copies upon request by the Commission. Consultant remains responsible for the professional and technical accuracy of all Services furnished, whether by the Consultant or others on its behalf. All deliverables will be prepared in a form and content satisfactory to the Commission and delivered in a timely manner consistent with the requirements of the Agreement.

d. Confidentiality. Consultant acknowledges that it is entrusted with or has access to valuable and confidential information and records of the Commission and User Agency. Consultant must at all times use its best efforts on behalf of the Commission to assure timely and satisfactory rendering and completion of its Services. Consultant must at all times act in the best interests of the Commission and User Agency consistent with Consultant's professional obligations assumed by Consultant in entering into this Agreement. Consultant promises to cooperate with the officials, employees and agents of the Commission and User Agency in furthering the Commission's and User Agency's interests. Consultant must perform all Services in accordance with the terms and conditions of this Agreement, to the reasonable satisfaction of the Commission.

e. Independent Contractor. In performing the Services under this Agreement, Consultant shall at all times be an independent contractor, and does not and must not act or represent itself as an agent or employee of the Commission or the User Agency. As an independent contractor, Consultant is solely and wholly responsible for determining the means and methods for performing the Services. The

Agreement will not be construed as an agreement of partnership, joint venture, or agency.

f. Limitations on Sub-Consultants. Consultant must not use any business or individual who is disqualified by the Commission or debarred under any other governmental agency's procedures to provide the Services under the Agreement.

g. Failure to Meet Performance Standard. If the Consultant fails to comply with its obligations under the standards of the Agreement, the Consultant must perform again, at its own expense, all Services required to be re-performed as a direct or indirect result of that failure. Any review, approval, acceptance or payment for any of the Services by the Commission does not relieve Consultant of its responsibility to render the Services and deliverables with the professional skill and care and technical accuracy required by the Agreement. This provision in no way limits the Commission's rights against the Consultant, either under the Agreement, at law or in equity.

h. Changes to the Services. The Commission may from time to time, request changes to the terms of the Agreement or in the Scope of Services of the Consultant to be performed hereunder. Such changes, including any increase or decrease in the amount of compensation and revisions to the duration of the Services, which are mutually agreed upon by and between the Commission and Consultant, shall be incorporated in a written amendment to this Agreement. The Commission shall not be liable for any changes absent such written amendment.

4. Duties and Obligations of Consultant

a. Nondiscrimination. The Consultant agrees that in performing this Agreement it shall not discriminate against any worker, employee or applicant for employment, or any member of the public, because of race, creed, gender, color, national origin or disability, or otherwise commit an unfair labor practice. Attention is called to applicable provisions of the Civil Rights Act of 1964, 88-352, July 2, 1964, 78 Stat. 241 et. Seq. the Americans with Disabilities Act of 1990, 42 U.S.C. 12010 et. Seq. the Illinois Human Rights Act 775 ILCS 5/1-101 et. Seq. and the Public Works Employment Discrimination Act 775 ILCS 10/0.0 1 through 10/20, inclusive and a Resolution passed by the Board of Commissioners of the Public Building Commission of Chicago on October 1, 2004, concerning participation of Minority Business Enterprises and Women Business Enterprises on contracts awarded by the Commission. The Consultant will furnish such reports and information as requested by the Commission and the Illinois Department of Human Relations or any other administrative or governmental entity overseeing the enforcement, administration or compliance with the above referenced laws and regulations.

b. Employment Procedures, Preferences and Compliances. Salaries of employees of Consultant performing work under this Agreement shall be paid unconditionally and not less often than once a month without deduction or rebate on any account except only such payroll deductions as are mandatory or permitted by the applicable law or regulations. Attention is called to Illinois Compiled Statutes, 1992 relating to Wages and Hours including 820 ILCS 130/0.01 through 130/12 thereof (Prevailing Wage Act), 30 ILCS 570/1 through 570/7 (Employment of Illinois Workers on Public Works Act) and 30 ILCS 560/0.01 through 560/7 (Public Works Preference Act). The Consultant shall comply with all applicable "Anti-Kickback" laws and regulations, including the "Anti-Kickback" Act of June 13, 1934 (48 Stat. 948; 62 Stat. 740; 63 Stat. 108; 18 U.S.C. § 874; 40 U.S.C. § 276c) and the Illinois Criminal Code of 1961 720 ILCS 5/33E-1 et. seq. If, in the performance of this Agreement, there is any direct or indirect kickback, the Commission shall withhold from the Consultant, out of payments due to it, an amount sufficient to pay employees underpaid the difference between

the salaries required hereby to be paid and the salaries actually paid such employees for the total number of hours worked. The amounts withheld shall be disbursed by the Commission for and on account of the Consultant to the respective employees to whom they are due.

c. Compliance with Policies Concerning MBE and WBE. Without limiting the generality of the requirements of the policies of the Commission referred to in paragraph 2 above, the Consultant agrees to use best efforts to utilize minority business enterprises for not less than twenty five percent (25%) for MBE and five percent (5%) for WBE of the value of the Services, in accordance with the Resolution passed by the Board of Commissioners of the Commission on October 1, 2004, concerning participation of minority business enterprises and women business enterprises on contracts awarded by the Commission and to furnish to the Commission, such reports and other information concerning compliance with such Resolution as may be requested by the Commission from time to time.

d. Delays. The Consultant agrees that no charges for damages or claims for damages shall be asserted by it against the Commission for any delays or hindrances from any cause whatsoever during the progress of any portion of the Services. Such delays or hindrances, if any, shall be compensated for by an extension of time to complete the Services, for such reasonable period as may be mutually agreed upon between the parties, it being understood, however, that the agreement of the Commission to allow the Consultant to complete the Services or any part of them after the time provided for the completion thereof herein shall in no way operate as a waiver on the part of the Commission of any of its rights hereunder.

e. Records. The Consultant shall maintain accurate and complete records of expenditures, costs and time incurred by Consultant in connection with the Project and the Services. Such records shall be maintained in accordance with recognized commercial accounting practices. The Commission may examine such records at Consultant's offices upon reasonable notice during normal business hours. Consultant shall retain all such records for a period of not less than five calendar years after the termination of this Agreement.

f. Time of Essence. The Consultant acknowledges and agrees that time is of the essence in the performance of this Agreement and that timely completion of the Services is vital to the completion of the Project by the Commission. Consultant agrees to use its best efforts to expedite performance of the Services and performance of all other obligations of the Consultant under this Agreement and any other agreements entered into by the Commission which are managed or administered by the Consultant as a result of the Consultant's engagement hereunder.

g. Compliance with Laws. In performing its engagement under this Agreement, the Consultant shall comply with all applicable federal, state and local laws, including but not limited to, those referenced in subparagraphs (a) and (b) above and in the documents referred to in paragraph 2 of this Agreement.

h. Progress Meetings. Meetings to discuss the progress of the Project and/or to review the performance of the Consultant may be scheduled upon the Commission's request, at mutually agreeable times and locations, and the Consultant agrees to cause such meetings to be attended by appropriate personnel of the Consultant engaged in performing or knowledgeable of the Services.

i. Defects in Project. The Consultant shall notify the Commission immediately in the

event the Consultant obtains knowledge of a defect in the Project or circumstances which could result in a Project delay or cost overrun.

5. Term.

a. The term of this Agreement shall begin upon the final execution of this Agreement, and, subject to the provisions of subparagraph (b) below, shall expire upon completion of the Services and acceptance thereof by the Commission or, if the Services are of an ongoing nature, on the completion date specified in such Request for Services. The Commission and the Consultant may, from time to time, by mutual agreement, extend the term of this Agreement by amending this Agreement.

b. The Commission shall have the right, at any time, to terminate the term of this Agreement, with or without cause, by written notice given to the Consultant at least thirty (30) days prior to the effective date of termination. In addition, the Commission shall have the right, at any time and from time to time, with or without cause, to suspend the performance of the Consultant hereunder with respect to all or any part of the Services, by written notice given to the Consultant at least five (5) days prior to the effective date of suspension. Termination or suspension of this Agreement shall not relieve the Consultant from liability for the performance of any obligation of the Consultant under this Agreement performed or to have been performed by the Consultant on or before the effective date of termination or suspension. Provided the Consultant is not in default under this Agreement at the time of termination or suspension, the Commission agrees to pay to the Consultant, in accordance with the terms of this Agreement, all compensation and reimbursements due to the Consultant for periods up to the effective date of termination or suspension. In no event shall the Commission be liable to the Consultant for any loss, cost or damage which the Consultant or any other party may sustain by reason of the Commission terminating or suspending this Agreement as provided herein; provided, however, that the Commission may, in its sole discretion, reimburse the Consultant for actual expenses approved by the Commission.

c. If the Project, in whole or substantial part, is stopped for a period longer than thirty (30) days under an order of any court or other governmental authority having jurisdiction of the Project, or as a result of an act of government, such as a declaration of national emergency making materials unavailable, through no act or fault of the Consultant, or if the Commission fails to make any payment or perform any other obligation hereunder, the Consultant shall have the right to terminate this agreement, by written notice given to the Commission at least seven (7) days prior to the effective date of termination, and shall have the right to recover from the Commission all compensation and reimbursements due to the Consultant for periods up to the effective date of termination.

6. Compensation of Consultant; Reimbursement for Expenses. The Commission shall compensate the Consultant for the Services in the manner set forth Schedule C of this Agreement. In addition, the Commission shall, upon submission of detailed invoices by the Consultant, no more frequently than once every 30 days, and approval by the Commission of those invoices, reimburse the Consultant for all Reimbursable Expenses. As used in this paragraph, the term "Reimbursable Expenses" shall mean those expenses identified as such in this Agreement.

7. Rights and Obligations of Commission. In connection with the administration of the Project by the Commission and the performance of this Agreement by the Consultant, the Commission shall have the following rights and obligations, in addition to those provided elsewhere in this Agreement:

a. Information. The Commission shall provide the Consultant all reasonably requested information concerning the Commission's requirements for the Project and the Services.

b. Review of Documents. Subject to the provisions of subparagraph 4 (d) above, the Commission agrees to make a reasonable effort to examine documents submitted by the Consultant and render decisions pertaining thereto with reasonable promptness.

c. Site Data. To the extent the Commission determines to be necessary for the Consultant to perform the Services, the Commission may furnish, or may authorize the Consultant to obtain from a company or companies approved by the Commission as Reimbursable Expenses: (i) a certified survey of the site or sites; (ii) information concerning locations, dimensions and data pertaining to existing buildings and other improvements; (iii) title information; (iv) information concerning available service and utility lines; and (v) results of test borings and other information concerning subsoil conditions.

d. Tests and Reports. To the extent required for the Consultant to perform the Services, the Commission may furnish structural, civil, chemical, mechanical, soil mechanical and/or other tests and reports; however, the Commission may authorize the Consultant to procure such tests and reports from Sub-Consultants, which must be approved by the Commission. The costs of such Sub-Consultants shall be payable as Reimbursable Expenses.

e. Legal, Auditing and other Services. The Commission shall arrange and pay for such legal, auditing, insurance counseling and other services as the Commission, in its sole discretion, may determine to be required for the Project. Such payments shall not include legal or auditing expenses arising out of or relating to any errors or omissions, or claimed errors or omissions, of Consultant.

f. Designated Representatives. The Commission may designate, at its sole discretion, one or more representatives authorized to act in its behalf.

g. Ownership of Documents. All documents, data, studies and reports prepared by the Consultant or any party engaged by the Consultant, pertaining to the Project and/or the Services shall be the property of the Commission including copyrights.

h. Audits. The Commission shall have the right to audit the books of the Consultant on all subjects relating to the Project and/or the Services.

8. Indemnification of Commission. The Consultant hereby agrees to indemnify, keep and save harmless the Commission and the User Agency and their respective commissioners, board members, officers, agents, officials and employees from and against all claims, demands, suits, losses, costs and expenses, including but not limited to, the fees and expenses of attorneys, that may arise out of or be based on any injury to persons or property that is or is claimed to be the result of an error, omission or act of the Consultant or any person employed by the Consultant to the maximum extent permitted by applicable law.

9. Insurance to be Maintained by Consultant. The Consultant shall purchase and maintain at all times during the performance of Services hereunder, for the benefit of the Commission, the User Agency and the Consultant, insurance coverage as set forth in Schedule E of this agreement

10. Default.

a. Events of Default. Any one or more of the following occurrences shall constitute an Event of Default under this Agreement:

i. Failure or refusal on the part of the Consultant duly to observe or perform any obligation or agreement on the part of the Consultant contained in this Agreement, which failure or refusal continues for a period of ten (10) days (or such longer period as the Commission, in its sole discretion, may determine if such failure is not capable of being cured within such ten (10) day period) after the date on which written notice thereof shall have been give to the Consultant by the Commission;

ii. Failure of Consultant to perform the Services to the standard of performance set forth in this Agreement;

iii. Any representation or warranty of the Consultant set forth herein or otherwise delivered pursuant to this Agreement shall have been false in any material respect when so made or furnished;

The Consultant becomes insolvent or ceases doing business as a going concern, or makes an assignment for the benefit of creditors, or generally fails to pay, or admits in writing its inability to pay, its debts as they become due, or files a voluntary petition in bankruptcy, or is adjudicated a bankrupt or an insolvent, or files a petition seeking for itself any reorganization, arrangement, composition, readjustment, liquidation, dissolution, or similar arrangement under any present or future statute, law or regulation relating to bankruptcy or insolvency, or files an answer admitting the material allegations of a petition filed against it in any such proceeding, or applies for, consents to or acquiesces in the appointment of a trustee, receiver, liquidator or other custodian of it or of all or any substantial part of its assets or properties, or if it or its principals shall take any action in furtherance of any of the foregoing; or

iv. There shall be commenced any proceeding against the Consultant seeking reorganization, arrangement, readjustment, liquidation, dissolution or similar relief under any present or future statute, law or regulation relating to bankruptcy which is not vacated, stayed, discharged, bonded or dismissed within sixty (60) days thereof, or there shall be appointed, without the Consultant's consent or acquiescence, any trustee, receiver, liquidator or other custodian of Custodian or of all or any substantial part of the Consultant's assets and properties, and such appointment shall not have been vacated, stayed, discharged, bonded or otherwise dismissed within sixty (60) days thereof.

b. Remedies. If an Event of Default shall occur and be continuing, then the Commission may exercise any right, power or remedy permitted to it by law or in equity and shall have, in particular, without limiting the generality of the foregoing, the right to terminate this Agreement upon written notice to the Consultant, in which event the Commission shall have no further obligations hereunder or liability to the Consultant except as to payment for Services actually received and accepted by the Commission through the effective date of termination. No course of dealing on the part of the Commission or delay or failure on the part of the Commission to exercise any right shall operate as a waiver of such right or otherwise prejudice the Commission's rights, powers or remedies.

c. Remedies not Exclusive. No right or remedy herein conferred upon or reserved to the

Commission is exclusive of any right or remedy herein or by law or equity provided or permitted, but each shall be cumulative of every other right or remedy given hereunder or now or hereafter existing at law or in equity or by statute or otherwise, and may be enforced concurrently therewith or from time to time.

11. Disputes.

a. General. All disputes arising under, related to or in connection with the terms of this Agreement or its interpretation, whether involving law or fact or both, including without limitation questions concerning permissibility of compensation, and all claims for alleged breach of contract, shall be presented in writing to the Executive Director for final determination.

b. Procedure. Requests for determination of disputes will be made by the Consultant in writing specifically referencing this Section, and will include: 1) the issue(s) presented for resolution; 2) a statement of the respective positions of the Consultant and the Project Manager; 3) the facts underlying the dispute; 4) reference to the applicable provisions of the Agreement by page and section; 5) identify any other parties believed to be necessary to the resolution; and 6) all documentation which describes and relates to the dispute. Consultant will promptly provide the Executive Director with a copy of the request for determination of the dispute. The Project Manager will have thirty (30) business days to respond in writing to the dispute by supplementing the submission or providing its own submission to the Executive Director. Failure by the Project Manager to respond will not be deemed to be an admission of any allegations made in the request for dispute resolution, but will be deemed to constitute a waiver of the opportunity to respond to such allegation(s), if any. The Executive Director's decision may thereafter be reached in accordance with such other information or assistance as she or he may deem reasonable, necessary or desirable.

c. Effect. The Executive Director's final decision will be rendered in writing no more than forty-five (45) business days after receipt of the response by the Project Manager was filed or was due unless the Executive Director notifies the Consultant that additional time for the decision is necessary. The Executive Director's decision will be conclusive, final, and binding on all parties. Consultant must follow the procedures set out in this Section and receive the Executive Director's final decision as a condition precedent to filing a complaint in the Circuit Court of Cook County or any other court.

The Consultant will not withhold performance of any Services required by the Commission under this Agreement during the dispute resolution period. The Executive Director's written determination will be complied with pending final resolution of the dispute.

12. Confidentiality. All of the reports, information, or data prepared or assembled by the Consultant under this Agreement are confidential, and the Consultant agrees that such reports, information or data shall not be made available to any party without the prior written approval of the Commission. In addition, the Consultant shall not, without the prior written consent of the Commission, prepare or distribute any news releases, articles, brochures, advertisements or other materials concerning this Agreement, the Project or the Services.

13. Assignment. The Consultant acknowledges that the Commission is induced to enter into this Agreement by the personal qualifications of the principals, staff and employees of the Consultant and agrees, therefore, that neither this Agreement nor any right or obligation hereunder may be assigned by the Consultant, in whole or in part, without the prior written approval of the Commission. The Commission expressly reserves the right to assign or otherwise transfer all or any part of its interests hereunder without the consent or approval of the Consultant.

14. Personnel. The Consultant further acknowledges that the Consultant has represented to the Commission the availability of certain members of the Consultant's staff who will be assigned to the Project, and agrees, therefore, that in the event of the unavailability of such members, the Consultant shall so notify the Commission in writing, and, upon the approval of the Executive Director, shall assign other qualified members of the Consultant's staff, to the Project.

15. Relationship of Parties. The relationship of the Consultant to the Commission hereunder is that of an independent contractor, and the Consultant, except to the extent expressly provided to the contrary in this agreement, shall have no right or authority to make contracts or commitments for or on behalf of the Commission, to sign or endorse on behalf of the Commission any instruments of any nature or to enter into any obligation binding upon the Commission. This Agreement shall not be construed as an agreement of partnership, joint venture, or agency.

16. Miscellaneous.

a. Counterparts. This Agreement may be executed in any number of counterparts, any of which shall be deemed an original.

b. Entire Agreement. This Agreement constitutes the entire understanding and agreement between the parties hereto and supersedes any and all prior or contemporaneous oral or written representations or communications with respect to the subject matter hereof, all of which communications are merged herein. This Agreement shall not be modified, amended or in any way altered except by an instrument in writing signed by both of the parties hereto.

c. Force Majeure. Neither of the parties shall be liable to the other for any delay or failure in performance hereunder due to causes which are beyond the control of the party unable to perform. If a force majeure occurs, the party delayed or unable to perform shall give prompt notice to the other party, and the Commission may, at any time during the continuation of the force majeure event, elect to suspend the performance of the Consultant under this Agreement for the duration of the force majeure. The Commission shall not be obligated to pay for Services to the extent and for the duration that performance thereof is delayed or prevented by force majeure, but, provided the Consultant is not in default of any obligation of the Consultant hereunder, the Commission shall pay to the Consultant, according to the terms hereof, all compensation and reimbursements due to the Consultant for periods up to the effective date of suspension.

d. Governing Law. This Agreement has been negotiated and executed in the State of Illinois and shall be construed under and in accordance with the internal laws of the State of Illinois.

e. No Waiver. The waiver by either party of any breach of this Agreement shall not constitute a waiver as to any succeeding breach.

f. Notices. All notices required to be given hereunder shall be given in writing and shall be hand delivered or sent by United States certified or registered mail, postage prepaid, addressed to Commission and to the Consultant at their respective addresses set forth above. If given as herein provided, such notice shall be deemed to have been given on the date of delivery, if delivered by hand, and on the second business day after mailing, if given by mail. The Commission or the Consultant may, from time to time, change the address to which notices hereunder shall be sent by giving notice to the other party in the manner provided in this subparagraph.

g. Reimbursable Expenses. Reimbursable expenses includes those actual expenditures, as identified in Schedule D to this Agreement, which are made by the Consultant and payable by the Commission.

h. Severability. In the event that any provisions of this Agreement shall be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or impaired thereby.

i. Successors and Assigns. Except as otherwise provided herein, this Agreement shall be binding upon and inure to the benefit of each of the parties hereto and their respective successors and assigns.

j. Consultant's Authority. Execution of this Agreement by the Consultant is authorized by a resolution of its Board of Directors, if a corporation, or similar governing document if a partnership or a joint venture, and the signatures(s) of each person signing on behalf of the Consultant have been made with complete and full authority to commit the Consultant to all terms and conditions of this Agreement, including each and every representation, certification and warranty contained or incorporated by reference in it.

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SCHEDULES FOLLOW.

SCHEDULE A
SCOPE OF SERVICES

CONSTRUCTION MATERIAL TESTING & INSPECTION SERVICES
AVONDALE / IRVING PARK AREA ELEMENTARY SCHOOL – PS1485
PROJECT NUMBER: 05080

SCOPE OF WORK:

Project Name: Avondale/ Irving Park Area Elementary School
PBC Project Number: 05080
Project Address: 3231 N. Springfield
Chicago, IL 60618

I. Introduction

The PBC requires Construction Materials Testing and Inspection Services. The PBC intends to enter into a contract with a firm (ITL) that will perform all of the required testing and inspection services requested. The PBC reserves the right to consider all of the elements included in this submittal in determining the best qualified proposer and to make such selection at its discretion in the best interest of the project.

II. General Scope of Services

The scope of services sought shall include the provision of all required labor, materials and equipment, related to the completion of Construction Materials Testing and Inspection Services as directed by the PBC and as indicated in the Book 2 (available from Cushing Color, see Cover Sheet for contact information). Specific services requested include, but are not limited to:

Excavating, Backfilling and Compacting for Utilities (Refer to: Book 3 Technical Specifications Section 02222)

The ITL will be responsible for performing the Tests and analysis of fill materials in accord with ASTM D1557 and with General Conditions.

The ITL will perform tests and conduct analysis of all the work done for excavating, backfilling and compacting for utilities meets the requirements set in the spec book section 02222

Earthwork (Refer to Book 3 Technical Specifications 02300)

The ITL will be responsible for performance of testing and inspection of soil materials proposed for use in the Work and initial quality control testing during earthwork operations to control if the work meets the requirements set in spec book section 02300 and submit test reports.

1. The ITL is responsible for inspection and approval of sub-grades and fill layers before further construction work is performed thereon.
2. The ITL will sample materials, perform tests to control if the work meets the requirements set in spec book section 02300 and submit test reports.

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3. The ITL will provide one optimum maximum density curve for each type of cohesive soil. Determine maximum densities in accordance with ASTM D 1557.
4. Determine the suitability of materials to be used as fill and backfill as per standards set in the specifications and drawings.
5. Perform a mechanical analysis (AASHTO T88), plasticity index (AASHTO T91) and frost susceptibility analysis.
6. Verification of Footing Sub Grades
 - a) Provide one optimum moisture maximum density curve for each type of soil encountered.
 - b) For each strata of soil on which footings will be placed, conduct at least one test to verify the required design bearing capacities. Subsequent verification and approval of each footing subgrade may be based on a visual comparison of each subgrade with the related tested strata.
7. Compaction Testing
 - a) Inspect, test and approve each lift of fill and backfill before next fill is placed. Tests should be in accordance with ASTM D 1556 or D2167.
 - b) At subgrade and at each compacted fill and backfill layer, at least (1) test for every 2000 SF or less of paved area or building slab, but in no case fewer than (3) tests.
 - c) Foundation Wall Backfill: At each compacted backfill layer, at least (1) test for each 100 feet or less of wall length, but no fewer than (2) tests or one(1) test per 20 foot run.
 - d) Isolated footings: One field density test for each four (4) isolated footings
 - e) Utility Trench Backfill: At each compacted initial and final backfill layer, at least (1) test for each 50 feet or less of trench length under slabs and pavements, but no fewer than (2) tests.
8. Proofrolling Observations
 - a) Provide continuous observation of proofrolling of entire building area. Four passes will be made.
 - b) Approve Subgrade or make recommendations for removal.
9. Submittals: As per Specifications 02300.

Hot Mix Asphalt Paving (Refer to: Book 3 Technical Specifications Section 02511)

When requested, the Testing Company shall be able to perform the testing and inspection of hot mix asphalt mixes and testing of placed stabilized base course and hot mix asphalt pavement as per the requirements defined in spec section 02511.

Portland Cement Concrete Paving (Refer to: Book 3 Technical Specifications Section 02513)

Perform in-place tests as follows at the indicated frequency:

- Cylinder Test: Make tests on a minimum of (3) cylinders; (1) tested at seven days and (1) at twenty-eight days and one at 56 days, if 28 day compressive strength has not yet been obtained, in accordance with ASTM C 192 and ASTM C 39. The number of tests required shall be one (1) set of specimens for each day's placement of each 75 cubic yards of concrete, or fraction thereof. (1) Additional test cylinder shall be taken during cold weather and be cured on site under same conditions as concrete it represents.

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- Slump Test: (1) slump test, in accordance with ASTM C 143, shall be taken for each set of test cylinders taken.
- Compaction test: The testing company shall verify that the compacted base is ready to support paving and imposed loads.

Cast-In-Place Concrete (Refer to: Book 3 Technical Specifications Section 03300)

The ITL should be acceptable to authorities having jurisdiction, qualified according to ASTM C 1077 and of ASTM E 329 to conduct the testing indicated as documented according to ASTM E548.

Testing of composite fresh samples of fresh concrete obtained according to ASTM C 172 shall be performed according to following requirements (See Specifications 03300):

- Testing Frequency: Obtain one composite sample for each day's pour of each concrete mix exceeding 5 cu yd (4 cu m) but less than 25 cu yd (19 cu m), plus one set for each additional 50 cu yd (38 cu m) or fraction thereof.
- Slump: Perform according to ASTM C 143; (1) test at point of discharge for each day's pour of each type of concrete; additional tests when concrete consistency seems to have changed.
- Air Content: Perform according to ASTM C 173, volumetric method for lightweight or normal weight concrete; ASTM C 231, pressure method for normal weight concrete; One test for each composite sample but not less than one test for each day's pour of each type concrete mix.
- Concrete Temperature: Perform according to ASTM C 1064; (1) test hourly when air temperature is 40 deg F and below, when 80 deg F and above, and (1) test for each composite sample.
- Unit Weight: ASTM C 567, fresh unit weight of structural lightweight concrete; one test for each composite sample but not less than one test for each day's pour of each concrete mix.
- Compression Test Specimen: Perform according to ASTM C 31 / C31 M; (1) set of five standard cylinders for each compressive-strength test, unless otherwise directed. Mold and store cylinders for laboratory-cured test specimens except when field-cured test specimens are required.
- Compressive-Strength Tests: Perform according to ASTM C 39;
 - a) Test two specimens at 7 days two at 28 days and one 56 days if 28 compressive strength has not yet been obtained.
 - b) A compressive strength test shall be the average compressive strength from two specimens obtained from same composite sample and tested at age indicated.
- Floor Flatness and Levelness: Perform According to Spec Section 03300 section 3.10.B ASTM E 1155/E 1155.
 - a) Test one (1) sample area for each slab required to have a floor flatness, F(F) or floor levelness F(L) greater than 25.
 - b) Perform tests elevated slabs within 72 hours of concrete placement.

Unit Masonry (Refer to: Book 3 Technical Specifications Section 04200)

ITL needs to attend the pre installation meeting.

Perform Construction Testing as follows for each 5000 SF of wall area or portion thereof:

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- Mortar Test: Mortar testing frequency during construction shall be as per ACI 530-08 and 530.1-08, but mortar samples must be taken when masonry is first constructed and results of strength test reported at seven (7) days from sampling. Test samples shall be 2" x 2" cubes or 3" diameter x 6" high cylinders with minimum of three (3) samples each. Samples shall be made and tested as per ASTM C780, "Standard Test method for Preconstruction and Construction Evaluation of Mortars for Plain and Reinforced Unit Masonry".
- Prism Test: For each type of wall construction indicated, masonry prisms will be tested per ASTM E 447, Method B, and as follows: Prepare (1) set of prisms for testing at 7 days and (1) set for testing at 28 days.

Structural Steel (Refer to: Book 3 Technical Specifications Section 05120)

Architecturally Exposed Structural Steel Framing (Refer to: Book 3 Technical Specifications Section 05121)

- Attend pre-installation conference for steel erection.
- Implement Shop and Field testing program for owner as required by spec book section 05120 1.5.F.
 1. Material & Welder Certification
 - a) Review each contractor's mill reports covering chemical and physical properties of steel conformance with the applicable ASTM specification
 - b) Review each contractor's field welder certification for conformance with AWS certification requirement
 2. Bolted Connections: Bolted connections shall be inspected according to RCSC's specification for structural joints using ASTM A325 or A490 bolts.
 - a) Visually inspect bolted connections
 - b) Perform calibrated wrench tests on all bolted slip critical connections.
 - c) For connections not designated as slip critical inspect connections to insure that the plies of the connected elements have been brought into snug contact.
 3. Welded Connections: Welded Connections shall be tested and inspected according to AWS D1.1.
 - a) Perform Visual inspection of all welded connections
 - b) Perform Ultrasonic testing of all penetration welds.
Full Penetration welds of HSS members shall meet AWS class R acceptance Criteria
 4. Shear Connectors: Welded shear connectors shall be tested and inspected according to AWS D1.1.
 - a) Perform visual inspections of all welded shear connectors.
 - b) Perform bend tests if visual inspection reveals a less than continuous 360 degree

Architecturally Exposed Structural Steel Framing (Refer to: Book 3 Technical Specifications Section 05121)

ITL is responsible for the testing and inspections of Architecturally Exposed Structural Steel Framing as specified in spec book section 05120. The ITL will not be responsible for enforcing requirements relating to aesthetic field.

Steel Roof Deck (Refer to: Book 3 Technical Specifications Section 05311)

Steel Floor Deck (Refer to: Technical Specifications Section 05312).

Perform inspections and tests as follows:

- The ITL will inspect deck, deck fastening and sidelap fastening and welding as per requirements set in spec book section 05311 & 05312.
- Welders Certification: Verify that certification of welders is not more than one year prior to time welding work is to be performed.
- Shop and Field Welds: Visually inspect all shop and field welds. Conform with America Welding Society, Structural Welding Code for Steel, AWS D1.1, current edition.

Cold Formed Metal Framing (Refer to: Book 3 Technical Specifications Section 05400).

- The ITL will be responsible for performing field test, inspection and prepare test reports to make sure that the work meets the requirements set in the spec book section 05400.

Air Barriers (Refer to: Book 3 Technical Specifications Section 07195)

- Inspect Air Barrier materials and installation for compliance with requirements.
- The ITL will be responsible for performing field water penetration testing on the air barrier system in accordance with AAMA 501.2 A at minimum three locations for testing which will be selected by the architect.

Modified Bituminous Membrane Roofing (Refer to: Book 3 Technical Specifications Section 07550)

Attend the Roofing Pre-Construction Conference.

Provide full-time observation the first two half days of installation and periodically thereafter.

Direct Roofing installer to cut & patch one (1) foot square samples and perform tests to determine bitumen weight, mopping and moisture within the roofing system per 5,000 SF.

Inspect the completed roofing system after application of coating system.

Hot Fluid- Applied Vegetated Roof System (Refer to: Book 3 Technical Specifications Section 07561)

- Attend the Pre-installation Conference
- Inspect Roofing installation
- Monitor the flood testing performed by the contractor after installation of the Roofing material.
- Submit Test reports.

Sprayed Fire-resistive Materials (Refer to: Book 3 Technical Specifications Section 07811)

The ITL will be responsible for performing field tests and inspections to prepare test reports to control that the work meets the requirements set in the spec book section 07811

Perform in-place tests as follows (Refer the spec book section 07811-3.5 Field Quality Control):

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- Thickness for floor, roof and wall assemblies: For each 1000 SF area or partial area on each floor from the average of 4 measurements from a 144 sq inch sample area with sample width of not less than 6 inches per ASTM E 605.
- Thickness for Structural Frame Members: From a sample of 25 percent of structural members as per ASTM E605
- Density for Floors, Roofs, Walls and Structural Framing Members: At frequency and from sample size indicated for determining thickness of each type of construction and structural framing member per ASTM E 605 or AWCI Technical Manual 12-A Section 5.4.5 "Displacement Method"
- Bond Strength for Floors, Roofs, Walls and Structural Framing Members: For each 10,000 SF area or partial area on each floor cohesion and adhesion from one sample size indicated for determining thickness of each type of construction and structural framing member per ASTM E 736.
- Perform additional random testing to determine the extent of non compliance.
- Verify the thickness of thin film intumescent fire resistive coating in accordance AWCI technical manual 12-B, standard practice for the testing and inspection of field applied thin film intumescent Fire resistive Materials; an Annotated Guide, Inspection shall be carried out immediately following final application of top coat.

Through-penetration Firestop Systems (Refer to: Book 3 Technical Specifications Section 07841)

The ITL will prepare reports perform inspections and test firestop systems, in accordance with ASTM E-2174, if it is being installed in compliance with the requirements.

- Inspection Agency will state in each report whether inspected through penetration firestop systems comply with or deviate from requirements
- Attend the pre installation meeting.

Fire-Resistive Joint Systems (Refer to: Book 3 Technical Specifications Section 07842)

The testing and Inspection Agency will be responsible for providing tests and inspections to verify the work complies with the requirements set in the Project's specified sections.

LEED Finish Painting (Refer to: Book 3 Technical Specifications Section 09910)

The ITL will perform on site and laboratory tests for the following characteristics as required by the board.

- 1) ASTM D3359 and D6677 Adhesion tests
- 2) Film Thickness tests
- 3) Quantitative material analysis
- 4) Apparent reflectivity
- 5) Washability
- 6) Dry Capacity

III. Inspection and Testing Plans

1. Within 14 days after the Notice to Proceed, the Independent Testing Laboratory (ITL) must submit a proposed inspection and testing plan to the project manager. The inspection and testing plan must

PUBLIC BUILDING COMMISSION OF CHICAGO

define methods to implement inspections and tests, verify and documents results, and ensure that items conform to contract requirements.

2. The ITL must develop, implement, and maintain the accepted inspection and testing plan, so that it produces objective evidence that structures, systems, components, or services meet the requirements specified in the contract. The ITL must update the plan to reflect changes in inspection and testing procedures as necessary.
3. The ITL must include test requirements, acceptance criteria, and test conditions in the inspection and testing plan. A list of tests that the ITL is to perform must be furnished citing the test name and specification references containing the test requirements.
4. The ITL must develop, implement, and maintain documented procedures for receiving incoming product, for work in process, and for final inspection and testing.
 - a. Receiving inspection must be performed to verify conformance of products or materials with requirements. Certificates of conformance and compliance must be checked.
 - b. In-process inspections must be performed to verify conformance of work processes and quality of items or work to specified requirements to ensure that those requirements are achieved throughout the duration of the work.
 - c. Final inspection and testing must be performed to ensure that all specified inspections and tests have been carried out, that resulting data meet the specifications, and that the finished product conforms to the specifications.
5. The ITL's documented procedures for inspection and testing must:
 - a. Identify the quality characteristics to be inspected, examined, and tested at each activity point.
 - b. Specify inspection and test procedures and acceptance criteria to be used.
 - c. Describe what, when, where, how, and by whom steps are to be performed. Include specific responsible personnel, pertinent materials and equipment, controlling documentation, and methods of process control.
6. The ITL must use competent inspection personnel. Personnel performing inspections and tests must possess a demonstrated competence in the specific area of interest and have an adequate understanding of the requirements. Methods must be established and implemented by the ITL to ensure that suitable education, experience, and technical qualifications are maintained for such personnel.
7. In-process inspection activities must be planned and performed to ensure the quality of the finished work.
8. Documented inspection and testing results must be prepared, reviewed, safely stored, and maintained by the ITL. Such records must be available to the PBC during the course of the work and must be subject to continual surveillance and oversight by the PBC.

IV. Control of Measuring and Testing Equipment

1. The ITL must develop, implement, and maintain documented procedures to control the calibration and maintenance of inspection, measuring, and testing equipment.
2. Controls for calibration and maintenance of inspection, measuring, and testing equipment must be documented.
 - a. The equipment must meet the standards of accuracy for the measurements that are required.
 - b. The equipment must be calibrated according to national standards where available, and to documented standards where no national standards exist.
 - c. The equipment must be recalibrated at regular intervals, and the recalibration must be properly documented as follows:
 - i. A calibration log must be maintained of all equipment requiring calibration.
 - ii. A record of calibration status must be maintained.
 - iii. All calibrated equipment must be labeled with the current calibration date and due date of next calibration.
 - d. The equipment must be maintained properly to ensure its fitness for use.
 - e. Prior to and during use, the user of the equipment must ensure that the environmental conditions are suitable for the use of the equipment.
 - f. If the equipment is found to be out of calibration, the validity of previous inspection and test results must be assessed and documented.
3. The ITL must maintain records of calibration and maintenance of inspection, measuring, and testing equipment.
4. The ITL must ensure that requirements for control of inspection, measuring, and testing equipment are included in contract and procurement documents and, where appropriate, are required of its consultants and suppliers.

V. Independent Testing Laboratory (ITL) Qualifications

1. Qualifications of the Independent Testing Laboratory (ITL):
 - a. The ITL should be acceptable to authorities having jurisdiction, qualified according to ASTM C 1077 and of ASTM E 329, "Standards of Recommended Practice for Inspection and Testing Agencies for Concrete and Steel as Used in Construction."
 - b. The ITL shall be authorized to operate in the State of Illinois, county of Cook and the City of Chicago.

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- c. The ITL's testing equipment shall be calibrated at required intervals with proof of calibration by devices of accuracy traceable to either:
 - i. National Bureau of Standards.
 - ii. Accepted values of natural physical constants.
- d. The ITL must be an accredited laboratory and certified to perform specified laboratory tests in accordance with AASHTO, the State of Illinois, or other recognized accreditation body.

VI. Independent Testing Laboratory (ITL) Performance Requirements

1. All tests must be in accordance with Book 2, Book 3 and Drawings for the Avondale/ Irving Park Area Elementary School..
2. The results of the tests shall be immediately documented and submitted to the PBC. Failing tests shall be clearly identified. Laboratory tests are to be run promptly. Time is of the essence.
3. The ITL's duty is to ensure that all field-inspected items are correct prior to incorporation into the project. Items not correct must be identified and documented.
4. The consultant's inspectors shall sign in and out of the PBC project office daily. The inspector's rough draft reports shall be written immediately at the close of a shift and transmitted to the PBC prior to the inspector's leaving the site. The final report shall be transmitted to the PBC within 24 hours of the close of the shift.
5. All inspections, tests, and reports shall meet the requirements of the Book 2 and Book 3 contract documents and any and all applicable codes and standards.
6. Each field inspection report shall uniformly annotate specific discreet locations of the reported inspections, tests, and activities.
7. The inspector is to have access to a laptop computer, so reports can be immediately prepared on site.
8. All inspection, testing, and reports are to be delivered in a timely, neat, and orderly fashion, and are not to impede the progress of other trades or the overall project.
9. The ITL shall provide the PBC with the required inspector certifications for approval and provide a list of all personnel and certifications they have in testing and inspection.
10. The ITL will furnish and deliver a service that meets or exceeds the testing requirements as stated in Book 2, Book 3 and Drawings for the Avondale/ Irving Park Area Elementary School.
11. The ITL understands that this project is on an accelerated time-line and shall provide information, equipment, and manpower as required to meet deadlines and schedules for this project.
12. All ITL on-site personnel will be required to wear safety glasses, hardhats, and any other required personal protective equipment (PPE). Personnel failing to wear PPE shall be removed from the project.

13. The ITL shall provide for and participate in coordination meetings as requested.

VII. Reporting

An engineer registered as a Professional Engineer in the State of Illinois shall be assigned to the project to review field and laboratory data and transmit daily reports to the project design and construction team. Field reports shall indicate if the tests and/or observations made are in conformance with project requirements. Nonconforming items shall be immediately brought to the program manager's attention and shall be placed on a nonconformance log. Nonconforming items shall remain on the log until corrective action has been taken and the work meets or exceeds project specifications. Minor items shall be carried on the "rolling punch list."

VIII. Submittal Requirements

The proposal should clearly identify the firm's ability to perform all construction material inspection and testing services with qualified and certified staff.

The mandatory submittals are listed below:

1. The name of the firm and location of the office that will be responsible for executing the services in this contract.
2. The name, address, e-mail address and phone number of a contact person responsible for and knowledgeable of the proposal.
3. The name of the responsible Independent Testing Laboratory's professional engineer (PE) with a copy of his/her current license.
4. A clearly identified list of all staff associated with this proposal. Resumes highlighting past experience and current certification and licenses should also be included.
5. A list of local and national accreditations.
6. A list of recent proficiency testing completed.
7. Evidence of the most recent laboratory inspection and certifications performed by local and nationally recognized authorities.
8. The cost proposal is to be prepared on the "Schedule of Cost" form provided. Where units for tests or inspections are assumed, these units should be appropriate for specification compliance and should demonstrate an understanding of the scope of work required. Other terms and conditions required by your firm should be clearly identified separately. This is a "Guaranteed Maximum Cost" agreement, based on pre-approved unit costs and hourly rates that are verified daily by means of signed timesheets. The wage rates include all travel, parking, equipment, home office and all other related costs.
9. The ITL must submit inspector resumes for approval.

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10. The ITL must submit resumes for approval for any and all non-inspectors who will be expected to bill on the project. Only approved personnel may bill to the project when authorized by the PBC.

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PUBLIC BUILDING COMMISSION OF CHICAGO

**SCHEDULE B
PROJECT DOCUMENTS**

**CONSTRUCTION MATERIAL TESTING & INSPECTION SERVICES
AVONDALE / IRVING PARK AREA ELEMENTARY SCHOOL - PS1485
PROJECT NUMBER: 05080**

NO ATTACHMENTS

PUBLIC BUILDING COMMISSION OF CHICAGO

SCHEDULE C
COMPENSATION OF THE CONSULTANT

CONSTRUCTION MATERIAL TESTING & INSPECTION SERVICES
AVONDALE / IRVING PARK AREA ELEMENTARY SCHOOL - PS1485
PROJECT NUMBER: 05080

C.1 CONSULTANT'S FEE

- C.1.1 The Commission shall pay the Consultant for the satisfactory performance of the Services a Not to Exceed Fee ("Fee") of \$144,316.00 for all work included in Schedule A. The Fee will, in the absence of a change in scope of the Project by the Commission or the issuance of Commission-originated additive change orders constitutes the Consultant's full fee for Basic Services.
- C.1.2 Consultant's Fee will include profit, overhead, general conditions, materials, equipment, computers, vehicles, office labor, field labor, insurance, deliverables, and any other costs incurred in preparation and submittal of deliverables.

C.2 HOURLY RATES FOR CONSULTANT AND SUBCONSULTANT PERSONNEL

- C.2.1 Hourly Rates for Consultant and Subconsultant Personnel. All Consultant and Subconsultant personnel and the hourly rate billable for each are subject to the prior approval of the Commission.
- C.2.2 Hourly Rates for Consultant and Subconsultant personnel are provided in Consultant's proposal, which follows Schedule C. (See Attachment B). The hourly rates provided by the Consultant will be used to determine the costs for any work related to the Project yet not included in Schedule A.

C.3 METHOD OF PAYMENT

- C.3.1 Invoices. Once each month, the Consultant will submit an invoice to the Commission for Services performed during the preceding month.

Each invoice must be supported with such reasonable detail and data as the Commission may require, including detail and data related to Subconsultant costs. In accordance with the terms of this Agreement, the Consultant must maintain complete documentation of all costs incurred for review and audit by the Commission or its designated audit representative(s). Each invoice must be submitted in the format directed by the Commission. Invoices must be accompanied by a progress report in a format acceptable to the Commission. Such progress report must identify any variances from budget or schedule and explain the reasons for such variances.

- C.3.2 Payment. Payment will be processed within 30 days after Commission receives an acceptable invoice from the Consultant.
- C.3.3 Invoice Disputes. If the Commission disputes certain items in the Consultant's invoices, the amount not disputed will be paid in full. The amount in question must be resolved in accordance with the Disputes provisions of this Agreement

Terracon

Consulting Engineers & Scientists

650 West Lake Street, Suite 420

Chicago, Illinois 60661

P: 312.575.0014 F: 312.575.0111

www.terracon.com

February 5, 2009

Public Building Commission of Chicago
50 West Washington Street Room 200
Chicago, Illinois 60602

Attention: Mr. Gary S. Bell – Contract Officer

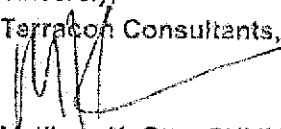
RE: Construction Materials Testing and Inspection Services
Avondale/Irving Park Area Elementary School – PS1485
Chicago, Illinois
PBC Project No.: 05080
Terracon Proposal No.: C09013

Dear Mr. Bell:

Per our conversation today, Terracon Consultants, Inc. (Terracon) understands that the budgeted costs for Construction Materials Testing and Inspection Services for this project will be \$144,316.00.

Terracon appreciates your consideration and we look forward to working with the PBC on this and other projects. If you have any questions or would like to further discuss our scope of service, please do not hesitate to contact us.

Sincerely,
Terracon Consultants, Inc.


Matthew K. Otto, CHMM
Program Manager

Attachment: Revised Attachment B dated February 5, 2009

PUBLIC BUILDING COMMISSION OF CHICAGO
ATTACHMENT B
SCHEDULE OF COST
CONSTRUCTION MATERIALS TESTING AND INSPECTION SERVICES
AVONDALE/IRVING PARK AREA ELEMENTARY SCHOOL - PS1485
PROJECT NO.: 05080

Provided a guaranteed maximum price, which shall include all materials, equipment, computers, vehicles, office labor, field labor, insurance, deliverables, and any other costs incurred in providing the required testing and inspection services.

UNIT COST ITEMS

Quantities set forth by PBC are estimates for the purpose of establishing a "total estimated cost." Actual quantities required may be less or more than the stated quantities. Payment will be based on actual quantities completed at the unit cost for each item stated below. There will be no adjustment to the unit cost if actual completed quantities are greater or less than the estimated. Daily signed timesheets are required.

Task/Item	Unit Cost	Quantity	Unit	Total Est. Cost
Proofrolling Inspections for Subgrade	\$ 79.00	60	hour	\$ 4,740.00
Proofrolling Inspections for Subbase	\$ 79.00	60	hour	\$ 4,740.00
Field Geo-Technical Engineer	\$ 100.00	60	hour	\$ 6,000.00
Foundation Testing				
Soil Bearing and Compaction Testing	\$ 79.00	80	hour	\$ 6,320.00
Reinforcing Steel Inspection and Testing	\$ 79.00	80	hour	\$ 6,320.00
Concrete Inspector	\$ 74.00	80	hour	\$ 5,920.00
SOG				
Soil Bearing and Compaction Testing	\$ 79.00	30	hour	\$ 2,370.00
Reinforcing Steel Inspection and Testing	\$ 79.00	30	hour	\$ 2,370.00
Concrete Inspector	\$ 74.00	180	hour	\$ 13,320.00
Asphalt Paving				
Bituminous Mixture Testing (Big D)	\$ 150.00	3	each	\$ 450.00
Bituminous Pavement Testing (Extraction/Grading)	\$ 200.00	3	each	\$ 600.00
Proof Roll Inspection	\$ 79.00	16	hour	\$ 1,264.00
Soil Bearing and Compaction Testing	\$ 79.00	16	hour	\$ 1,264.00
Preparation, Placement, and Surface Treatment Testing	\$ 79.00	16	hour	\$ 1,264.00
Superstructure Construction				
Structural Steel, Steel Joist, Metal Decking, and Metal Wall Panel Testing and Inspection				
AWS Inspector	\$ 85.00	260	hour	\$ 22,100.00
AWS NDT Inspector	\$ 90.00	180	hour	\$ 16,200.00
AWS Shop Inspector	\$ 85.00	40	hour	\$ 3,400.00
Unit Masonry				
Clay Masonry Unit Test	\$ 79.00	200	hour	\$ 15,800.00
Concrete Masonry Unit Test	\$ 50.00	5	each	\$ 250.00
Concrete Masonry Unit Test	\$ 50.00	5	each	\$ 250.00

Task Item	Unit Cost	Quantity	Unit	Total Est. Cost
Prism Test	\$ 18.00	10	each	\$ 180.00
Mortar Test	\$ 18.00	20	each	\$ 360.00
Concrete Masonry Unit, Mortar, and Grout Testing	\$ 18.00	20	each	\$ 360.00
Finish Work				
Interior Painting (Substrate Moisture, Paint VOC) Testing	\$ 79.00	40	hour	\$ 3,160.00
Sprayed-on Fireproofing, Firestopping, and Fire-Resistive Joint Systems	\$ 85.00	40	hour	\$ 3,400.00
Thickness and Density of Material Testing and Bonding Strength to Surfaces Testing	\$ 40.00	5	each	\$ 200.00
Firestopping Through Penetration Testing	\$ 40.00	5	each	\$ 200.00
Fire Resistance Testing	\$ 40.00	5	each	\$ 200.00
Project Oversight				
Project Manager	\$ 100.00	100	hour	\$ 10,000.00
Miscellaneous Items				
Aluminum Window Wall Consultant	\$ 125.00	24	hour	\$ 3,000.00
Moisture Density Curve (Proctor) (Each)	\$ 160.00	5	each	\$ 800.00
Concrete Test Cylinders, 6" x 12" (Each)	\$ 15.00	500	each	\$ 7,500.00
Concrete Slump Testing Equipment (Incl. in Rate)				
Concrete Air Content Testing Equipment (Incl. in Rate)				
Floor Flatness Testing, Machine, and Labor (per day)	\$ 600.00	3	day	\$ 1,800.00
Dry Film Thickness Tooke Gauge (Paint Thickness Testing) (Incl. in Rate)	\$ 50.00	6	each	\$ 300.00
Substrate Moisture Testing Equipment (Incl. in Rate)	\$ 100.00	6	day	\$ 600.00
Nuclear Density Gauge (Incl. in Rate)				
Ultrasound Weld Flaw Detector (Incl. in Rate)				
Liquid Penetrant Testing Equipment (Incl. in Rate)				
Radiographic Tester (per day)	\$ 700.00	5	day	\$ 3,500.00
Magnetic Particle Tester and Yoke (Incl. in Rate)				
Water Spray Test Equipment (Per Day)	\$ 680.00	2	day	\$ 1,360.00
Attend Roof Pre-Construction Meeting	\$ 85.00	6	hour	\$ 510.00
On-Site Inspection - First 2 Days of Installation	\$ 85.00	16	hour	\$ 1,360.00
Final Inspection of Completed Roofing System	\$ 85.00	8	hour	\$ 680.00
Masonry Prisms (Each)	\$ 18.00	60	each	\$ 1,080.00
Grout Pinwheels (Each)	\$ 18.00	32	each	\$ 576.00
Mortar 2" x 2" Cylinders (Each)	\$ 18.00	60	each	\$ 1,080.00
Fireproofing Bond Test Equipment (Incl. in Rate)				
Fireproofing Density Test Equipment (Incl. in Rate)				

Overtime and Saturdays will be charged at 1.3 times the specified rate.
Sunday and holiday hours will be charged at 2.0 times the specified rate.
Second and third shift differential will be charged at 1.3 times the specified rate.

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- Rates include all tools, equipment, transportation, and incidentals, including, but not limited to:
 - Trucks
 - Nuclear density gauges
 - Torque wrenches
 - Skidmore apparatus
 - Magnetic particle equipment
 - Ultrasonic equipment
 - Slump cones
 - Thermometers
 - Air gauges

- The project manager's report review time is included in the wage rate.
- There are no home office invoice preparation costs. The billing is solely made up of approved personnel working in the field or in the office doing minimal report writing, which has been approved in advance.
- The overtime rates are per the current union agreement.
- All equipment, transportation, and expendables are included in the rate.
- All work must be authorized in advance by the PBC.
- Certified timesheets will be submitted within 24 hours of the end of the workweek.
- The lowest rate is to be always charged for the category of work performed.
- Travel time for nonconsecutive work shall be reimbursed in accordance with the current union agreement.
- The ITL is to include a cash flow summary with each billing, showing the estimated cost, the amount spent to date, and the real cost to complete. The estimated cost will be updated based upon changed conditions, if required.
- The additional cost for concrete cylinder pickup is \$50.00 per pickup, if there are no consultant personnel on site. There is no cost for cylinder pickup if consultant personnel are on site or in the immediate area.

[Firm Name] Terrace Construction, Inc. agrees to provide the construction materials testing and inspection services as detailed in Attachment A, Specifications, for the guaranteed maximum price indicated above.

Date 02/05/09

(Signature)

M. K. V. H. Program Manager
(Printed Name and Title)

SCHEDULE D
INSURANCE REQUIREMENTS

CONSTRUCTION MATERIAL TESTING & INSPECTION SERVICES
AVONDALE / IRVING PARK AREA ELEMENTARY SCHOOL - PS1485
PROJECT NUMBER: 05080

The Consultant must provide and maintain at Consultant's own expense, until expiration or termination of the Agreement and during the time period following expiration if Consultant is required to return and perform any additional work, the minimum insurance coverage and requirements specified below, insuring all operations related to the Agreement.

D.1. INSURANCE TO BE PROVIDED

D.1.1. Workers' Compensation and Employers Liability

Workers' Compensation Insurance, as prescribed by applicable law covering all employees who are to provide a service under the Agreement and Employers Liability coverage with limits of not less than \$500,000 each accident, illness or disease.

D.1.2. Commercial General Liability (Primary and Umbrella)

Commercial General Liability Insurance or equivalent with limits of not less than \$2,000,000 per occurrence for bodily injury, personal injury, and property damage liability. Coverage must include the following: All premises and operations, products/completed operations, separation of insureds, defense, and contractual liability (with no limitation endorsement). The Public Building Commission, Board of Education of the City of Chicago and City of Chicago must be named as additional insureds on a primary, non-contributory basis for any liability arising directly or indirectly from the work.

Subcontractors performing work for Contractor must maintain limits of not less than \$1,000,000 per occurrence with the same terms herein.

D.1.3. Automobile Liability (Primary and Umbrella)

When any motor vehicles (owned, non-owned and hired) are used in connection with work to be performed, the Consultant must provide Automobile Liability Insurance, with limits of not less than \$2,000,000 per occurrence for bodily injury and property damage. The Public Building Commission, Board of Education of the City of Chicago and City of Chicago must be named as additional insureds on a primary, non-contributory basis.

Subcontractors performing work for Contractor must maintain limits of not less than \$1,000,000 per occurrence with the same terms herein.

D.1.4. Professional Liability

When any professional Consultant performs work in connection with the Agreement, Professional Liability Insurance will be maintained with limits of not less than \$2,000,000 covering acts, errors, or omissions. When policies are renewed or replaced, the policy retroactive date must coincide with, or precede the, start of work on the Agreement. A claims-made policy, which is not renewed or replaced, must have an extended reporting period of two (2) years.

Subcontractors performing work for Contractor must maintain limits of not less than \$1,000,000 per

occurrence with the same terms herein.

D.1.5 Property

The Consultant is responsible for all loss or damage to Commission, Board of Education and/or City of Chicago property at full replacement or repair cost. The Consultant is responsible for all loss or damage to personal property (including but not limited to materials, equipment, tools, and supplies) owned, rented, or used by Consultant.

D.1.6 Valuable Papers

When any plans, designs, drawings, specifications, data, media, and documents are produced or used under this Agreement, Valuable Papers Insurance shall be maintained in an amount to insure against any loss whatsoever, and shall have limits sufficient to pay for the re-creation and reconstruction of such records.

D.1.7 Contractors Pollution Liability

When any work is performed which may cause a pollution exposure, Contractors Pollution Liability must be provided covering bodily injury, property damage and other losses caused by pollution conditions that arise from the Contract scope of services with limits of not less than \$1,000,000 per occurrence. Coverage must include completed operations, contractual liability, defense, excavation, environmental cleanup, remediation and disposal. When policies are renewed or replaced, the policy retroactive date must coincide with or precede, start of work on the Contract. A claims-made policy, which is not renewed or replaced, must have an extended reporting period of two (2) years. The Public Building Commission, Board of Education of the City of Chicago and the City of Chicago are to be named as additional insureds on a primary, non-contributory basis.

D.1.8 Railroad Protective Liability

When any work is to be done adjacent to or on railroad or transit property, Contractor must provide, with respect to the operations that Contractor or subcontractors perform, Railroad Protective Liability Insurance in the name of railroad or transit entity. The policy must have limits of not less than the requirement of the operating railroad/transit entity for losses arising out of injuries to or death of all persons, and for damage to or destruction of property, including the loss of use thereof.

D.2. ADDITIONAL REQUIREMENTS

The Consultant must furnish the Public Building Commission Procurement Department, Richard J. Daley Center, Room 200, Chicago, IL 60602, original Certificates of Insurance, or such similar evidence, to be in force on the date of this Agreement, and Renewal Certificates of Insurance, or such similar evidence, if any insurance coverage has an expiration or renewal date occurring during the term of this Agreement. The Consultant must submit evidence of insurance to the Commission before award of Agreement. The receipt of any certificate does not constitute agreement by the Commission that the insurance requirements in the Agreement have been fully met or that the insurance policies indicated on the certificate are in compliance with all Agreement requirements. The failure of the Commission to obtain certificates or other insurance evidence from Consultant is not a waiver by the Commission of any requirements for the Consultant to

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obtain and maintain the specified coverage. The Consultant will advise all insurers of the Agreement provisions regarding insurance. Non-conforming insurance does not relieve Consultant of the obligation to provide insurance as specified in this Agreement. Nonfulfillment of the insurance conditions may constitute a breach of the Agreement, and the Commission retains the right to stop work until proper evidence of insurance is provided, or the Agreement may be terminated.

The Commission reserves the right to obtain copies of insurance policies and records from the Consultant and/or its subcontractors at any time upon written request.

The insurance must provide for 60 days prior written notice to be given to the Commission if any policies are canceled, substantially changes, or non-renewed.

Any deductibles or self-insured retentions on referenced insurance must be borne by Consultant.

The Consultant hereby waives and agrees to require their insurers to waive their rights of subrogation against the Commission, Board of Education of the City of Chicago and City of Chicago, their respective Board members, employees, elected and appointed officials, and representatives.

The insurance coverage and limits furnished by Consultant in no way limit the Consultant's liabilities and responsibilities specified within the Agreement or by law.

Any insurance or self-insurance programs maintained by the Commission, Board of Education of the City of Chicago and the City of Chicago do not contribute with insurance provided by the Consultant under the Agreement.

The required insurance to be carried is not limited by any limitations expressed in the indemnification language in this Agreement or any limitation placed on the indemnity in the Agreement given as a matter of law.

If Consultant is a joint venture or limited liability company, the insurance policies must name the joint venture or limited liability company as a named insured

The Consultant must require all its subcontractors to provide the insurance required in this Agreement, or Consultant may provide the coverage for its subcontractors. All subcontractors are subject to the same insurance requirements of Consultant unless otherwise specified in this Agreement.

If Consultant or its subcontractors desire additional coverage, the party desiring the additional coverage is responsible for the acquisition and cost.

The Commission's Risk Management Department maintains the rights to modify, delete, alter or change these requirements.

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**SCHEDULE E
KEY PERSONNEL**

**CONSTRUCTION MATERIAL TESTING & INSPECTION SERVICES
AVONDALE / IRVING PARK AREA ELEMENTARY SCHOOL - PS1485
PROJECT NUMBER: 05080**

NAME	FIRM	TITLE

PUBLIC BUILDING COMMISSION OF CHICAGO

EXHIBIT A
DISCLOSURE OF RETAINED PARTIES

(COMMISSION'S DISCLOSURE OF RETAINED PARTY FORM EXECUTED BY CONSULTANT FOLLOWS THIS PAGE.)

ATTACHMENT F

DISCLOSURE OF RETAINED PARTIES

A. Definitions and Disclosure Requirements

1. As used herein, "Consultant" means a person or entity who has any contract or lease with the Public Building Commission of Chicago ("Commission").
2. Commission bids, leases, contracts, and/or qualification submittals must be accompanied by a disclosure statement providing certain information about lobbyists whom the Consultant has retained or expects to retain with respect to the contract or lease. In particular, the Consultant must disclose the name of each such person, his or her business address, the name of the relationship, and the amount of fees paid or estimated to be paid. The Consultant is not required to disclose employees who are paid solely through the Consultant's regular payroll.
3. "Lobbyists" means any person (a) who for compensation or on behalf of any person other than himself undertake to influence any legislative or administrative action, or (b) any part of whose duties as an employee of another includes undertaking to influence any legislative or administrative action.

B. Certification

Consultant hereby certifies as follows:

1. This Disclosure relates to the following transaction: PS1485

Description of goods or services to be provided under Contract: _____
Construction Materials Testing and Inspection Services
2. Name of Consultant: Terracon Consultants, Inc.
3. **EACH AND EVERY** lobbyist retained or anticipated to be retained by the Consultant with respect to or in connection with the contract or lease is listed below. Attach additional pages if necessary.


Retained Parties:

Name	Business Address	Relationship (Attorney, Lobbyist, etc.)	Fees (indicate whether paid or estimated)
N/A			

Check Here If No Such Persons Have been Retained or Are Anticipated To Be Retained: x

4. The Consultant understands and agrees as follows:
- a. The information provided herein is a material inducement to the Commission execution of the contract or other action with respect to which this Disclosure of Retained Parties form is being executed, and the Commission may rely on the information provided herein. Furthermore, if the Commission determines that any information provided herein is false, incomplete, or inaccurate, the Commission may terminate the contract or other transaction, terminate the Consultant's participation in the contract or other transactions with the Commission.
 - b. If the Consultant is uncertain whether a disclosure is required, the Consultant must either ask the Commission's Representative or his or her manager whether disclosure is required or make the disclosure.
 - c. This Disclosure of Retained Parties form, some or all of the information provided herein, and any attachments may be made available to the public on the Internet, in response to a Freedom of Information Act request, or otherwise. The Consultant waives and releases any possible rights or claims it may have against the Commission in connection with the public release of information contained in the completed Disclosure of Retained Parties form and any attachments.

Under penalty of perjury, I certify that I am authorized to execute this Disclosure of Retained Parties on behalf of the Consultant and that the information disclosed herein is true and complete.



 Signature

January 21, 2009

 Date

Matthew K. Otto

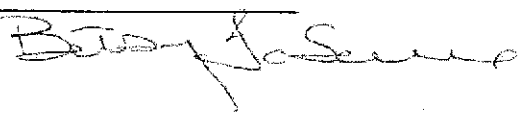
 Name (Type or Print)

Program Manager

 Title



Subscribed and sworn to before me
 21st January 09
 this _____ day of _____ 20____
 Betsy LaSalle

Notary Public 

PUBLIC BUILDING COMMISSION OF CHICAGO

EXHIBIT B

DISCLOSURE AFFIDAVIT

(COMMISSION'S DISCLOSURE AFFIDAVIT FORM EXECUTED BY CONSULTANT FOLLOWS THIS PAGE.)

PUBLIC BUILDING COMMISSION OF CHICAGO

EXHIBIT B
DISCLOSURE AFFIDAVIT

Name: Terracon Consultants, Inc.

Address: 650 W. Lake Street, Suite 420, Chicago, Illinois

Telephone No.: (312) 575-0014

Federal Employer I.D. #: 42-1249917 Social Security #: N/A

Nature of Transaction:

- Sale or purchase of land
 Construction Contract
 Professional Services Agreement
 Other

Instructions: FOR USE WITH ANY OF THE ABOVE TRANSACTIONS. Any firm proposing one of the above transactions with the Public Building Commission of Chicago must complete this Disclosure Affidavit. Please note that in the event the Contractor is a joint venture, the joint venture and each of the joint venture partners must submit a completed Disclosure Affidavit.

The undersigned Matthew K. Otto, as Office Manager
(Name) (Title)

and on behalf of Terracon Consultants, Inc.
("Bidder/ Proposer" or "Contractor") having been duly sworn under oath certifies that:

I. DISCLOSURE OF OWNERSHIP INTERESTS

Pursuant to Resolution No. 5371 of the Board of Commissioners of the Public Building Commission of Chicago, all bidders/proposers shall provide the following information with their bid/proposal. If the question is not applicable, answer "N/A". If the answer is none, please answer "none".

Bidder/Proposer/Contractor is a: Corporation LLC
 Partnership LLP
 Joint Venture Not-for-Profit Corporation
 Sole Proprietorship Other

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SECTION 1. FOR PROFIT CORPORATION OR LIMITED LIABILITY COMPANY (LLC)

a. State of incorporation or organization Delaware

b. Authorized to do business in the State of Illinois: Yes No

c. Names of all officers of corporation or LLC (or attach list):
 Names of all directors of corporation or LLC (or attach list):

Name (Print or Type)	Title (Print or Type)	Name (Print or Type)	Title (Print or Type)
<u>See Attached List of Officers and Directors</u>			
_____	_____	_____	_____
_____	_____	_____	_____

d. Indicate here or attach a list of names and addresses of all shareholders owning shares equal to or in excess of seven and one-half percent (7.5%) of the proportionate ownership of the corporation and indicate the percentage interest of each.

Name (Print or Type)	Address	Ownership Interest
<u>N/A</u>	_____	_____ %
_____	_____	_____ %
_____	_____	_____ %

e. For LLC's, state whether member-managed or identify managing member:

N/A

f. Is the corporation or LLC owned partially or completely by one or more other corporations or legal entities?
 Yes No

If "yes" provide the above information, as applicable, for each such corporation or entity such that any person with a beneficial ownership interest of 7.5% or more in the corporation contracting in the PBC is disclosed. For example, if Corporation B owns 15% of Corporation A, and Corporation A is contracting with the PBC, then Corporation B must complete a Disclosure Affidavit. If Corporation B is owned by Corporations C and D, each of which owns 50% of Corporation B, then both Corporations C and D must complete Disclosure Affidavits.

Terracon Consultants, Inc. (TCI)

Board of Directors

David R. Gaboury (CORP), Director, Chair
Gerald W. Finn (OKC), Director
Roger R. Herting (CORP), Director
Dennis E. Whited (CORP), Director

Corporate Officers

David R. Gaboury (CORP), President
Dennis E. Whited (CORP), Executive Vice President
Roger R. Herting (CORP), Executive Vice President, Secretary/Treasurer
Douglas D. Loveridge (CORP), Vice President, Assistant Secretary/Treasurer
George D. Cozart (AUS), Senior Vice President
L. Daniel Israel (DEN), Senior Vice President
Keven M. Jefferis (NAP), Senior Vice President
Jamal Najm (ATL), Senior Vice President
Michael J. O'Grady (CORP), Senior Vice President
Sam D. Palmer (LV), Senior Vice President
Donald R. Barkley (NAP), Vice President
Ralph B. Barnes (DAL), Vice President
Robert M. Berg (CORP), Vice President
Sean D. Brown (DES), Vice President
James P. Cahill (CIN), Vice President
C. Harold Cobb (HOU), Vice President
Michael E. Covert (DAL), Vice President
Chester J. Drash (SA), Vice President
Lawrence J. Dwyer (MAN), Vice President
Gerald W. Finn (OKC), Vice President
Andre M. Gallet (CDR), Vice President
Michael H. Homan (TUL), Vice President
Douglas J. Jobe (FTC), Vice President
Timothy G. LaGrow (NAS), Vice President
Kevin F. Langwell (CORP), Vice President
Joseph W. Marsh (LEN), Vice President
Frank K. Milano (CORP), Vice President
Maroun Moussallem (DEN), Vice President
Robert W. Pavlicek (STL), Vice President
Richard A. Pearce (CHAR), Vice President
R. Jackson Scott (CIN), Vice President
David M. Svingen (OMA), Vice President
William B. Thayer (NAP), Vice President
Stan E. Turney (TUC), Vice President
Thomas E. Warn (CORP), Vice President
John E. Zipper (SEA), Vice President
M. Gayle Packer (CORP), Vice President, General Counsel
Michael J. Yost (CORP), Vice President, General Counsel

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SECTION 2. PARTNERSHIPS

- a. If the bidder/proposer or Contractor is a partnership, indicate the name of each partner and the percentage of interest of each therein. Also indicate, if applicable, whether general partner (GP) or limited partner (LP)

Name of Partners (Print or Type)	Percentage Interest
N/A	_____ %
_____	_____ %
_____	_____ %

SECTION 3. SOLE PROPRIETORSHIP

- a. The bidder/proposer or Contractor is a sole proprietorship and is not acting in any representative capacity on behalf of any beneficiary: Yes [] No [x]
If NO, complete items b. and c. of this Section 3.
- b. If the sole proprietorship is held by an agent(s) or a nominee(s), indicate the principal(s) for whom the agent or nominee holds such interest.

Name(s) of Principal(s). (Print or Type)

N/A

- c. If the interest of a spouse or any other party is constructively controlled by another person or legal entity, state the name and address of such person or entity possessing such control and the relationship under which such control is being or may exercised.

Name(s)	Address(es)
N/A	_____
_____	_____
_____	_____

SECTION 4. LAND TRUSTS, BUSINESS TRUSTS, ESTATES & OTHER ENTITIES

If the bidder/proposer or Contractor is a land trust, business trust, estate or other similar commercial or legal entity, identify any representative, person or entity holding legal title as well as each beneficiary in whose behalf title is held including the name, address and percentage of interest of each beneficiary.

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Name(s)	Address(es)
<u>N/A</u>	

SECTION 5. NOT-FOR-PROFIT CORPORATIONS

a. State of incorporation N/A

b. Name of all officers and directors of corporation (or attach list):

Name (Print or Type)	Title (Print or Type)	Name (Print or Type)	Title (Print or Type)

NOTE: The Public Building Commission of Chicago may require additional information from any entity or individual to achieve full disclosure relevant to the transaction. Further, any material change in the information required above must be provided by supplementing this statement at any time up to the time the Public Building Commission of Chicago takes action on the contract or other action requested of the Public Building Commission.

II. CONTRACTOR CERTIFICATION

A. CONTRACTOR

1. The Contractor, or any affiliated entities of the Contractor, or any responsible official thereof, or any other official, agent or employee of the Contractor, any such affiliated entity, acting pursuant to the direction or authorization of a responsible official thereof has not, during a period of three years prior to the date of execution of this certification:
 - a. Bribe or attempted to bribe, or been convicted of bribery or attempting to bribe a public officer or employee of the City of Chicago, the State of Illinois, any agency of the federal government or any state or local government in the United States (if an officer or employee, in that officer's or employee's official capacity); or

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- b. Agreed or colluded, or been convicted of agreement or collusion among bidders or prospective bidders in restraint of freedom of competition by agreement to bid a fixed price or otherwise; or
 - c. Made an admission of such conduct described in 1(a) or (b) above which is a matter of record but has not been prosecuted for such conduct.
2. The Contractor or agent, partner, employee or officer of the Contractor is not barred from contracting with any unit of state or local government as a result of engaging in or being convicted of bid-rigging² in violation of Section 3 of Article 33E of the Illinois Criminal Code of 1961, as amended (720 ILCS 5/33E-3), or any similar offense of any state or the United States which contains the same elements as the offense of bid-rigging during a period of five years prior to the date of submittal of this bid, proposal or response.³
 3. The Contractor or any agent, partner, employee, or officer of the Contractor is not barred from contracting with any unit of state or local government as a result of engaging in or being convicted of bid-rotating⁴ in violation of Section 4 of Article 33E of the Illinois Criminal Code of 1961, as amended (720 ILCS 5/33E-4), or any similar offense of any state or the United States which contains the same elements as the offense of bid-rotating.
 4. The Contractor understands and will abide by all provisions of Chapter 2-56 of the Municipal Code entitled "Office of the Inspector General" and all provisions of the Public Building Commission Code of Ethics Resolution No.5339, as amended by Resolution No. 5371.
 5. The Contractor certifies to the best of its knowledge and belief, that it and its principals:
 - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal, state or local department or agency.
 - b. Have not within a three-year period preceding this bid or proposal been convicted of or had a civil judgement rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes; commission of embezzlement, theft, forgery, bribery, falsification or destruction of records; making false statements; or receiving stolen property;
 - c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state or local) with commission of any of the offenses enumerated in paragraph (5)(b) above; and
 - d. Have not within a three-year period preceding this bid or proposal had one or more public transactions (federal, state or local) terminated for cause or default.

B. SUBCONTRACTORS

1. The Contractor has obtained from all subcontractors being used in the performance of this contract or agreement, known by the Contractor at this time, disclosures substantially in the form of Section 1, and certifications substantially in the form of Section 2, of this Disclosure Affidavit. Based on such disclosures and certification(s), and any other information known or obtained by the Contractor, is not aware of any such subcontractor or subcontractor's affiliated entity or any agent, partner, employee or officer of such subcontractor or subcontractor's affiliated entity having engaged in or been convicted of (a) any of the conduct describe in Section II(A) (1)(a) or (b) of this certification; (b) bid-rigging, bid-

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rotating, or any similar offense of any state or the United States which contains the same elements as bid-rigging or bid-rotating, or having made an admission of guilt of the conduct described in Section II(A)(1)(a) or (b) which is matter of record but has/have not been prosecuted for such conduct.

2. The Contractor will, prior to using them as subcontractors, obtain from all subcontractors to be used in the performance of this contract or agreement, but not yet known by the Contractor at this time, certifications substantially in the form of this certification. The Contractor shall not, without the prior written permission of the Commission, use any of such subcontractors in the performance of this contract if the Contractor, based on such certifications or any other information known or obtained by Contractor, became aware of such subcontractor, subcontractor's affiliated entity or any agent, employee or officer of such subcontractor or subcontractor's affiliated entity having engaged in or been convicted of (a) any of the conduct describe in Section II(A)(1)(a) or (b) of this certification or (b) bid-rigging, bid-rotating or any similar offenses of any state or the United States which contains the same elements as bid-rigging or bid-rotating or having made an admission of guilt of the conduct described in Section II(A)(1)(a) or (b) which is a matter of record but has/have not been prosecuted for such conduct. The Contractor shall cause such subcontractors to certify as to Section II(A)(5). In the event any subcontractor is unable to certify to Section II(A)(5), such subcontractor shall attach an explanation to the certification.
3. For all subcontractors to be used in the performance of this contract or agreement, the Contractor shall maintain for the duration of the contract all subcontractors' certifications required by Section II(B)(1) and (2) above, and Contractor shall make such certifications promptly available to the Public Building Commission of Chicago upon request.
4. The Contractor will not, without the prior written consent of the Public Building Commission of Chicago, use as subcontractors any individual, firm, partnership, corporation, joint venture or other entity from whom the Contractor is unable to obtain a certification substantially in the form of this certification.
5. The Contractor hereby agrees, if the Public Building Commission of Chicago so demands, to terminate its subcontractor with any subcontract if such subcontractor was ineligible at the time that the subcontract was entered into for award of such subcontract. The Contractor shall insert adequate provisions in all subcontracts to allow it to terminate such subcontract as required by this certification.

C. STATE TAX DELINQUENCIES

1. The Contractor is not delinquent in the payment of any tax administered by the Illinois Department of Revenue or, if delinquent, the Contractor is contesting, in accordance with the procedures established by the appropriate Revenue Act, its liability for the tax or amount of the tax.
2. Alternatively, the Contractor has entered into an agreement with the Illinois Department of Revenue for the payment of all such taxes that are due and is in compliance with such agreement.
3. If the Contractor is unable to certify to any of the above statements [(Section II (C))], the Contractor shall explain below. Attach additional pages if necessary.

If the letters "NA", the word "None" or no response appears on the lines above, it will be conclusively presumed that the Undersigned certified to the above statements.

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4. If any subcontractors are to be used in the performance of this contract or agreement, the Contractor shall cause such subcontractors to certify as to paragraph (C)(1) or (C)(2) of this certification. In the event that any subcontractor is unable to certify to any of the statements in this certification, such subcontractor shall attach an explanation to this certification.

D. OTHER TAXES/FEEES

1. The Contractor is not delinquent in paying any fine, fee, tax or other charge owed to the City of Chicago.
2. If Contractor is unable to certify to the above statement, Contractor shall explain below and attach additional sheets if necessary.

If the letters "NA", the word "None" or no response appears on the lines above, it will be conclusively presumed that the Undersigned certified to the above statements.

E. PUNISHMENT

A Contractor who makes a false statement material to Section II(A)(2) of this certification commits a Class 3 felony. 720 ILCS 5/33E-11(b).

F. JUDICIAL OR ADMINISTRATIVE PROCEEDINGS

1. The Contractor is not a party to any pending lawsuits against the City of Chicago or the Public Building Commission of Chicago nor has Contractor been sued by the City of Chicago or the Public Building Commission of Chicago in any judicial or administrative proceeding.
2. If the Contractor cannot certify to the above, provide the (1) case name; (2) docket number; (3) court in which the action is or was pending; and (4) a brief description of each such judicial or administrative proceeding. Attach additional sheets if necessary.

If the letters "NA", the word "None" or no response appears on the lines above, it will be conclusively presumed that the Undersigned certified to the above statements.

III. CERTIFICATION OF ENVIRONMENTAL COMPLIANCE

- A. Neither the Contractor nor any affiliated entity of the Contractor has, during a period of five years prior to the date of execution of this Affidavit: (1) violated or engaged in any conduct which violated federal, state or local Environmental Restrictions; (2) received notice of any claim, demand or action, including but not limited to citations and warrants, from any federal, state or local agency exercising executive, legislative, judicial, regulatory or administrative functions relating to a violation or alleged violation of any federal, state or local statute, regulation or other Environmental Restriction; or (3) been subject to any fine or penalty of any nature for failure to comply with any federal, state or local statute, regulation or other Environmental Restriction.

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If the Contractor cannot make the certification contained in Paragraph A of Section III, identify any exceptions:

(Attach additional pages of explanation to this Disclosure Affidavit, if necessary.)

If the letters "NA", the word "None" or no response appears on the lines above, it will be conclusively presumed that the Undersigned certified to the above statements.

- B. Without the prior written consent of the Public Building Commission of Chicago, Contractor will not employ any subcontractor in connection with the contract or proposal to which this Affidavit pertains without obtaining from such subcontractor a certification similar in form and substance to the certification contained in Paragraph A of this Section III prior to such subcontractor's performance of any work or services or furnishing any goods, supplies or materials of any kind under the proposal or the contract to which this Affidavit pertains.
- C. Until completion of the Contractor's performance under the proposal or contract to which this Affidavit pertains, the Contractor will not violate any federal, state or local statute, regulation or other Environmental Restriction, whether in the performance of such contract or otherwise.

IV. INCORPORATION INTO CONTRACT AND COMPLIANCE


The above certification shall become part of any contract awarded to the Contractor set forth on page 1 of this Disclosure Affidavit and are a material inducement to the Public Building Commission of Chicago's execution of the contract, contract modification or contract amendment with respect to which this Disclosure Affidavit is being executed and delivered on behalf of the Contractor. Furthermore, Contractor shall comply with these certifications during the term and/or performance of the contract.

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V. VERIFICATION

Under penalty of perjury, I certify that I am authorized to execute this Disclosure Affidavit on behalf of the Contractor set forth on page 1, that I have personal knowledge of all the certifications made herein and that the same are true.

The Contractor must report any change in any of the facts stated in this Affidavit to the Public Building Commission of Chicago within 14 days of the effective date of such change by completing and submitting a new Disclosure Affidavit. Failure to comply with this requirement is grounds for your firm to be deemed non-qualified to do business with the PBCC. Deliver any such new Disclosure Affidavit to: Public Building Commission of Chicago, Director of Procurement, 50 W. Washington, Room 200, Chicago, IL 60602.



Signature of Authorized Officer

Matthew K. Otto

Name of Authorized Officer (Print or Type)
Office Manager

Title

(312) 575-0014

Telephone Number

State of Illinois

County of Cook

Signed and sworn to before me on this 18 day of August, 2008 by

Matthew K. Otto (Name) as Office Manager (Title) of
Terracon Consultants, Inc. (Bidder/Proposer or Contractor)



Notary Public Signature and Seal



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Notes 1-5 Disclosure Affidavit

1. Business entities are affiliated if, directly or indirectly, one controls or has the power to control the other, or if a third person controls or has the power to control both entities. Indicia of control include without limitation: interlocking management or ownership; identity of interests among family members; shared facilities and equipment; common use of employees; or organization of another business entity using substantially the same management, ownership or principals as the first entity.
2. For purposes of Section II (A) (2) of this certification, a person commits the offense of and engages in bid-rigging when he knowingly agrees with any person who is, or but for such agreement should be, a competitor of such person concerning any bid submitted or not submitted by such person or another to a unit of state or local government when with the intent that the bid submitted or not submitted will result in the award of a contract to such person or another and he either (1) provides such person or receives from another information concerning the price or other material term or terms of the bid which would otherwise not be disclosed to a competitor in an independent non-collusive submission of bids or (2) submits a bid that is of such a price or other material term or terms that he does not intend the bid to be accepted. see 720 ILCS 5/33-E-3.
3. No corporation shall be barred from contracting with any unit of state or local government as a result of a conviction, under either Section 33E-3 or Section 33E-4 of Article 33 of the State of Illinois Criminal Code of 1961, as amended, of any employee or agent of such corporation if the employee so convicted is no longer employed by the corporation and: (1) it has been finally adjudicated not guilty or (2) it demonstrates to the governmental entity with which it seeks to contract and that entity finds that the commission of the offense was neither authorized, requested, commanded, nor performed by a director, officer or a high managerial agent on behalf of the corporation as provided in paragraph (2) of subsection (a) of Section 5-4 of the State of Illinois Criminal Code.
4. For purposes of Section II(A) of this certification, a person commits the offense of and engages in bid rotating when, pursuant to any collusive scheme or agreement with another, he engages in a pattern over time (which, for the purposes hereof, shall include at least three contract bids within a period of ten years, the most recent of which occurs after January 1, 1989) of submitting sealed bids to units of state or local government with the intent that the award of such bids rotates, or is distributed among, persons or business entities which submit bids on a substantial number of the same contracts. See 720 ILCS 5/33E-4.
5. "Environmental Restriction" means any statute, ordinance, rule, regulation, permit, permit condition, order or directive relating to or imposing liability or standards of conduct concerning the release or threatened release of hazardous materials, special wastes or other contaminants into the environment, and to the generation, use, storage, transportation, or disposal of construction debris, bulk waste, refuse, garbage, solid wastes, hazardous materials, special wastes or other contaminants including but not limited to (1) Section 7-28-440 or 11-4-1500 or Article XIV of Chapter 11-4 or Chapter 7-28 or 11-4 of the Municipal Code of Chicago; (2) Comprehensive Environment Response and Compensation and Liability Act (42 U.S.C. § 9601 *et seq.*) the Hazardous Material Transportation Act (49 U.S.C. § 1801 *et seq.*); (4) the Resource Conservation and Recovery Act of 1976 (42 U.S.C. § 7401 *et seq.*); (5) the Clean Water Act (33 U.S.C. § 1251 *et seq.*); (6) the Clean Air Act (42 U.S.C. § 7401 *et seq.*); (7) the Toxic Substances Control Act of 1976 (15 U.S.C. § 2601 *et seq.*); (8) the Safe Drinking Water Act (42 U.S.C. § 300f); (9) the Occupational Health and Safety Act of 1970 (29 U.S.C. § 651 *et seq.*); (10) the Emergency Planning and Community Right to Know Act (42 U.S.C. § 11001 *et seq.*); and (10) the Illinois Environmental Protection Act (415 ILCS 5/1 through 5/56.6).

EXHIBIT C

**SPECIAL CONDITIONS REGARDING THE UTILIZATION OF
MINORITY AND WOMEN OWNED BUSINESS ENTERPRISES
FOR PROFESSIONAL SERVICES**

1. Policy Statement

- a. It is the policy of the Public Building Commission of Chicago ("PBC") to ensure competitive business opportunities for MBE and WBE firms in the performance of Contracts, to prohibit discrimination in the award of or participation in Contracts, and to abolish arbitrary barriers to full participation in Contracts by all persons, regardless of race, sex or ethnicity. Therefore, during the performance of this Contract, the Professional Service Provider must agree that it will not discriminate against any person or business on the basis of race, color, religion, ancestry, age, marital status, physical or mental handicap, unfavorable discharge from military service, parental status, sexual orientation, national origin or sex, in the solicitation or the purchase of goods and services or the subcontracting of work in the performance in this Contract.
- b. The Commission requires the Professional Service Provider also agree to take affirmative action to ensure that MBE and WBE firms have the maximum opportunity to compete for and perform subcontracts with respect to this Contract.
- c. The Commission requires the Professional Service Provider to notify MBE and WBE firms, utilized on this contract, about opportunities on contracts without affirmative action goals.

2. Aspirational Goals

- a. Upon the effective date of these Special Conditions, the bi-annual aspirational goals are to award 25% of the annual dollar value of all Commission Construction Contracts to certified MBEs and 5% of the annual dollar value of all Commission Construction Contracts to qualified WBEs.
- b. Further, the Professional Service Provider must agree to use its best efforts to include MBE and WBE firms in any Contract modification work that increases the Contract value. Where the proposed contract modification involves work which can be performed by MBEs and WBEs already performing work on the contract such MBEs and WBEs will participate in such work specified in the contract modification..
- c. Failure to carry out the commitments and policies set forth in this Program constitute a material breach of contract and may result in termination of the Professional Service Provider or such other remedy, as the Commission deems appropriate.

3. Definitions

- a. For purposes of this Special Condition, the following definitions applies:

(1) "Certified Minority Business Enterprise" means a person or entity granted certification by the City of Chicago, County of Cook, Metropolitan Water Reclamation District, Chicago Minority Business Development Council, Central Management Service of the State of Illinois, METRA, and Women's Business Development Center.

(2) "Certified Women's Business Enterprise" means a person or entity granted certification by the City of Chicago, County of Cook, Metropolitan Water Reclamation District, Chicago Minority Business

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Development Council, Central Management Service of the State of Illinois, METRA, and Women's Business Development Center.

- (3) "Professional Service Contract" means a contract for professional services of any type.
- (4) "Contract Specific Goals" means the subcontracting goals for MBE and WBE participation established for a particular contract based upon the availability of MBEs and WBEs to perform and anticipated scope of work of the contract and the Commission's progress towards meeting the aspirational goals.
- (5) "Professional Service Provider" means any person or business entity that seeks to enter into a Professional Service Contract with the Commission and includes all partners, affiliates and joint ventures of such person or entity.
- (6) "Executive Director" means the Executive Director of the Commission or his duly designated representative as appointed in writing.
- (7) "Good faith efforts" means actions undertaken by a Professional Service Provider to achieve a Contract Specific Goal that by their scope, intensity and appropriateness to the objective can reasonably be expected to fulfill the Program's requirements.
- (8) "Joint venture" means an association of two or more persons or entities or any combination of two or more business enterprises and persons numbering two or more, proposing to perform a single for-profit business enterprise, in which each joint venture partner contributes property, capital, efforts, skill and knowledge, and in which the MBE or WBE is responsible for a distinct, clearly-defined portion of the work of the contract and whose share in the capital contribution, control, management, risks and profits of the joint venture is equal to its ownership interest. Joint ventures must have an agreement in writing specifying the terms and conditions of the relationships between the parties and their relationship and responsibilities to the contract.
- (9) "Minority" means:
- a. Any individual in the following racial or ethnic groups, members of which are rebuttably presumed to be socially disadvantaged:
 - i. African-Americans or Blacks, which includes persons having origins in any of the Black racial groups of Africa;
 - ii. Hispanics, which includes persons of Spanish culture with origins in Mexico, South or Central America or the Caribbean Islands, regardless of race; and
 - b. Individual members of other groups, including but not limited to Asian-Americans, Arab-Americans and Native-Americans, found by the Commission to be socially disadvantaged by having suffered racial or ethnic prejudice or cultural bias within American society, without regard to individual qualities, resulting in decreased opportunities to compete in Chicago area markets or to do business with the Commission.
- (10) "Minority-owned business enterprise" or "MBE" means a small local business enterprise which is at least 51% owned by one or more economically disadvantaged minority persons, or in the case of a publicly held corporation at least 51% of all classes of the stock of which is owned by one or more economically disadvantaged minority persons whose management, policies, major decisions and daily

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business operations are independently managed and controlled by one or more economically disadvantaged minority persons.

(11) "Program" means the minority- and women-owned business enterprise construction procurement program established in this special condition.

(12) "Women-owned business enterprise" or "WBE" means a small local business enterprise which is at least 51% owned by one or more economically disadvantaged women or in the case of a publicly owned business, at least 51% of all classes of the stock of which is owned by one or more economically disadvantaged women, whose management, policies, major decisions and daily business operations are independently managed and controlled by one or more economically disadvantaged women.

4. Determining MBE/WBE Utilization

The methodology for determining MBE and WBE utilization will be determined for purposes of analysis with respect to this contract as follows:

- a. The total dollar value of the contract awarded to the certified MBE or WBE firm will be credited to such participation. Only minority business participation may be counted toward MBE participation and only women business participation may be counted toward WBE participation.
- b. The total dollar value of a contract with a firm owned and controlled by minority women is counted toward either the MBE or WBE goal, but not both. The Professional Service Provider employing the firm may choose the goal to which the contract value is applied. Various work done by one and the same sub-consultant will be considered, for the purpose of this principle, as work effectively done under one subcontract only, which sub-consultant may be counted toward only one of the goals, not toward both.
- c. A Professional Service Provider may count toward its MBE or WBE goal the portion of the total dollar value of a contract with an eligible joint venture equal to the percentage of the ownership and control of the MBE or WBE partner in the joint venture. A joint venture seeking to be credited for MBE participation may be formed among certified MBE and WBE firms, or between certified MBE and WBE firms and a non-MBE/WBE firm. A joint venture satisfies the eligibility standards of this Program if the certified MBE or WBE participant of the joint venture:
 - (1) Shares in the ownership, control, management responsibilities, risks and profits of the joint venture; and
 - (2) Is responsible for a clearly defined portion of work to be performed in proportion to the MBE or WBE ownership percentage.
- d. A Professional Service Provider may count toward its MBE and WBE goals only expenditures to firms that perform a commercially useful function in the work of a contract. A firm is considered to perform a commercially-useful function when it is responsible for execution of a distinct element of the work of a contract and carries out its responsibilities by actually performing, managing, and supervising the work involved. To determine whether a firm is performing a commercially useful function, the Commission will evaluate the amount of work subcontracted, industry practices and other relevant factors.
- e. Consistent with normal industry practices, a MBE or WBE firm may enter into subcontracts. If a MBE or WBE Professional Service Provider subcontracts a significantly greater portion of the work of a contract than would be expected on the basis of normal industry practices, the MBE or WBE will be rebuttably

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presumed not to be performing a commercially-useful function.

- f. A Professional Service Provider may count toward its goals expenditures to MBE or WBE manufacturers (i.e., suppliers that produce goods from raw materials or substantially alters them before resale).
- g. A Professional Service Provider may count toward its goals expenditures to MBE or WBE suppliers provided that the supplier performs a commercially useful function in the supply process.

5. Submission of Proposals

- a. The following schedules and documents constitute the Proposer's MBE/WBE compliance proposal and must be submitted at the time of the proposal.

(1) Evidence of Certification: Affidavit of MBE/WBE. A copy of each proposed MBE and WBE firm's Letter of Certification from the City of Chicago, Department of Procurement Services or any other entity accepted by the Public Building Commission of Chicago must be submitted. The PBC certification by the City of Chicago, County of Cook, Metropolitan Water Reclamation District, Chicago Minority Business Development Council, Central Management Service of the State of Illinois, METRA, and Women's Business Development Center.

(2) Schedule B: Affidavit of MBE/Non-MBE or WBE/Non-WBE Joint Ventures. Where the Proposer's MBE/WBE compliance proposal includes participation of any MBE or WBE as a joint venture participant, the Proposer must submit a "Schedule B: Affidavit of MBE/Non-MBE or WBE/Non-WBE Joint Venture" with an attached copy of the joint venture agreement proposed among the parties. The Schedule B and the joint venture agreement must clearly evidence that the MBE or WBE participant will be responsible for a clearly defined portion of the work to be performed and that the MBE or WBE firm's responsibilities are in proportion with its ownership percentage.

(3) Schedule C: Letter of Intent to Perform as a sub-consultant, Subconsultant, or Material Supplier, Schedule C, executed by the MBE/WBE firm (or Joint Venture sub-consultant) must be submitted by the Proposer for each MBE/WBE included on the Schedule D. Schedule C must accurately detail the work to be performed by the MBE or WBE firm and the agreed rates and prices to be paid.

(4) Schedule D: Affidavit of Prime Professional Service Provider Regarding MBE or WBE Utilization. A completed Schedule D committing to the utilization of each listed MBE or WBE firm. Unless the Proposer has submitted a completed request for a waiver of participation by MBE/WBE firms (See Request for Waiver procedures in Section 7), the Proposer must include the specific dollar amount or percentage of participation of each MBE/WBE firm listed on its Schedule D. The total dollar commitment to proposed MBE firms must at least equal the MBE goal, and the total dollar commitment to proposed WBE firms must at least equal the WBE goal. Proposers are responsible for calculating the dollar equivalent of MBE or WBE utilization as percentages of their total proposal.

- b. The submittals must have all blank spaces on the Schedule pages applicable to the contract correctly filled in. Agreements between a Proposer and a MBE/WBE in which the MBE/WBE promises not to provide subcontracting quotations to other Proposers are prohibited.

6. Evaluation of Compliance Proposals

- a. The Proposer's MBE/WBE compliance proposal will be evaluated by the Commission. The Proposer agrees to provide, upon request, earnest and prompt cooperation to the Executive Director or his designee in submitting to interviews that may be necessary, in allowing entry to places of business, in

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providing further documentation, or in soliciting the cooperation of a proposed MBE or WBE firm in providing such assistance. A proposal may be treated as non-responsive by reason of the determination that the Proposer's proposal did not contain a sufficient level of Certified MBE or WBE participation, that the Proposer was unresponsive or uncooperative when asked for further information relative to the proposal, or that false statements were made in the Schedules.

- b. If the Commission's review of a Proposer's proposal concludes that the MBE or WBE proposal was deficient, the Commission will promptly notify the Proposer of the apparent deficiency and instruct the Proposer to submit (within 3 business days of such notice given by the Commission) a modification of the MBE or WBE Proposal, in proper format, which remedies the deficiencies cited. Failure to correct all deficiencies cited by the Commission will be cause for rejection of the Proposer's proposal as non-responsive.
- c. Proposers will not be permitted to modify their MBE/WBE compliance proposal except insofar as directed to do so by the Commission. Therefore, all terms and conditions stipulated for prospective MBE and WBE consultants or suppliers should be satisfactorily negotiated prior to the submission to the Commission of the Proposer's MBE/WBE compliance proposal. If circumstances should arise, however, where a proposed MBE/WBE is no longer available, the process described in Section 12 should be followed.

7. Request for Waiver

- a. If a Proposer is unable to identify qualified MBE and WBE firms to perform sufficient work to fulfill the MBE or WBE percentage goals for this Contract, the proposal must include a written request for waiver. A request for waiver must be sent to the Executive Director and must set forth the Proposer's inability to obtain sufficient MBE and WBE firms notwithstanding good faith attempts to achieve such participation.
- b. Good Faith efforts to achieve participation include but are not limited to:
 - (1) Attendance at the Pre-proposal conference;
 - (2) The Proposer's general affirmative action policies regarding the utilization of MBE and WBE firms, plus a description of the methods used to carry out those policies;
 - (3) Advertisement in trade association newsletters and minority and woman-oriented and general circulation media for specific sub-consultants;
 - (4) Timely notification of specific sub-consultants to minority and woman assistance agencies and associations;
 - (5) Description of direct negotiations with MBE and WBE firms for specific sub-consultants, including:
 - i. The name, address and telephone number of MBE and WBE firms contacted;
 - ii. A description of the information provided to MBE and WBE firms regarding the portions of the work to be performed; and
 - iii. The reasons why additional MBE and WBE firms were not obtained in spite of negotiations.
 - (6) A statement of the efforts made to select portions of the work proposed to be performed by MBE and WBE firms (such as sub-supplier, transport, engineering, distribution, or any other roles contributing

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to production and delivery as specified in the contract) in order to increase the likelihood of achieving sub participation.

(7) As to each MBE and WBE contacted which the Proposer considers to be not qualified, a detailed statement of the reasons for the Proposer's conclusion.

(8) Efforts made by the Proposer to expand its search for MBE and/or WBE firms beyond usual geographic boundaries.

(9) General efforts made to assist MBE and WBE firms to overcome participation barriers.

c. The Executive Director, after review and evaluation of the request provided by the Proposer, may grant a waiver request upon the determination that:

(1) Sufficient qualified MBE and/or WBE firms capable of providing the goods or services required by the contract are unavailable despite the good faith efforts of the Proposer;

(2) The price(s) quoted by potential MBE and/or WBE firms for goods or services is above competitive levels to an extent unwarranted by any increased cost of doing business attributable to the present effects of disadvantage or discrimination.

8. Failure To Achieve Goals

a. If the Professional Service Provider cannot achieve the contract specific goals, as the Project proceeds, it must have documented its good faith efforts to do so. In determining whether the Professional Service Provider has made such good faith efforts, the performance of other Professional Service Providers in meeting the goals may be considered. The Executive Director or his designee shall consider, at a minimum, the Professional Service Provider's efforts to do the following:

(1) Soliciting through reasonable and available means the interest of MBEs or WBEs that Provide interested MBEs or WBEs with adequate information about the plans, specifications and requirements of the contract, including addenda, in a timely manner to assist them in responding to the solicitation.

(2) Provide interested MBEs or WBEs with adequate information about the plans, specifications and requirements of the contract, including addenda, in a timely manner to assist them in responding to the solicitation.

(3) Negotiating in good faith with interested MBEs or WBEs that have submitted proposals. Documentation of negotiation must include the names, addresses and telephone numbers of MBEs or WBEs that were solicited; the date of each such solicitation; a description of the information provided regarding the plans and specifications for the work selected for subcontracting; and evidence as to why agreements could not be reached with MBEs or WBEs to perform the work. That there may be some additional costs involved in solicitation and using MBEs and WBEs is not a sufficient reason for a Professional Service Provider's failure to meet the goals, as long as such costs are reasonable.

(4) Not rejecting MBEs or WBEs as being unqualified without sound reasons based on the thorough investigation of a their capabilities. The MBEs' or WBEs' standing within its industry, membership in specific groups, organizations, or associations and political or social affiliations are not legitimate cases for rejecting or not soliciting proposals to meet the goals.

(5) Making a portion of the work available to MBE or WBE sub=consultants and suppliers and to select

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those portions of the work or material consistent with the available MBE or WBE sub-consultants and suppliers, so as to facilitate meeting the goals.

(6) Making good faith efforts despite the ability or desire of a Professional Service Provider to perform the work of a contract with its own organization. A Professional Service Provider that desires to self-perform the work of a contract must demonstrate good faith efforts unless the goals have been met.

(7) Selecting portions of the work to be performed by MBEs or WBEs in order to increase the likelihood that the goals will be met. This includes, where appropriate, breaking out contract work items into economically feasible units to facilitate MBE or WBE participation even when the Contract might otherwise prefer to perform these items with its own forces.

(8) Making efforts to assist interested MBEs or WBEs in obtaining bonding lines of credit or insurance as required by the Commission or Professional Service Provider.

(9) Making efforts to assist interested MBEs or WBEs in obtaining necessary equipment, supplies, materials or related assistance or services, including participation in a mentor-protégée program; and

(10) Effectively using the services of the Commission; minority or women community organizations; minority or women groups; local, state and federal minority or women business assistance offices; and other organizations to provide assistance in the recruitment and placement of MBEs or WBEs.

- b. In the event the Public Building Commission Procurement Officer determines that the Professional Service Provider did not make a good faith effort to achieve the goals, the Professional Service Provider may file a Dispute to the Executive Director as provided in Section 18.02. Disputes Book 2.

9. Reporting and Record-Keeping Requirements

- a. The Professional Service Provider, within 5 working days of contract award, must execute a formal subcontract or purchase order in compliance with the terms of the Professional Service Provider's proposal and MBE/WBE assurances. Upon request by the PBC, the Professional Service Provider must provide copies of the contracts or purchase orders executed between it and the MBE and WBE firms. During the performance of the contract, the Professional Service Provider will submit partial and final waivers of lien from MBE and WBE sub-consultant and suppliers indicating the current payment amount and the cumulative dollar amount of payments made to date.
- b. The Professional Service Provider must maintain records of all relevant data with respect to the utilization of MBE and WBE firms, including without limitation payroll records, tax returns and records, and books of account in such detail as the Commission requires, and retain such records for a period of at least 3 years after final acceptance of the work. Full access to such records will be granted to the Commission and/or its designees, on 5 business days' notice in order for the Commission to determine the Professional Service Provider's compliance with its MBE and WBE commitments and the status of any MBE or WBE firm performing any portion of the contract.
- c. The Professional Service Provider will file regular MBE and WBE utilization reports on the form entitled "Status Report of MBE and WBE Sub-Contract Payments", at the time of submitting each monthly invoice. The report should indicate the current and cumulative payments to MBE and WBE sub-contractors.

10. Disqualification of MBE or WBE

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- a. The Contract may be terminated by the Executive Director upon the disqualification of the Professional Service Provider as an MBE or WBE if the sub-consultants status as an MBE or WBE was a factor in the award and such status was misrepresented by the Professional Service Provider.
- b. The Contract may be terminated by the Executive Director upon the disqualification of any MBE or WBE if the sub-consultants or supplier's status as an MBE or WBE was a factor in the award of the contract and the status of the sub-consultant or supplier was misrepresented by the Professional Service Provider. If the Professional Service Provider is determined not to have been involved in any misrepresentation of the status of the disqualified sub-consultant or supplier, the Professional Service Provider shall make good faith efforts to engage a qualified MBE or WBE replacement.

11. Prohibition On Changes To MBE/WBE Commitments

The Professional Service Provider must not make changes to its contractual MBE and WBE commitments or substitute such MBE or WBE sub-consultants without the prior written approval of the Executive Director. Unauthorized changes or substitutions, including performing the work designated for a sub-consultant with the Professional Service Provider's own forces, is a violation of this section and a breach of the contract with the Commission, and may cause termination of the contract for breach, and/or subject the Professional Service Provider to contract remedies or other sanctions. The facts supporting the request must not have been known nor reasonably should have been known by the parties prior to entering into the subcontract.

12. MBE/WBE Substitution Requirements and Procedures

- a. Arbitrary changes by the Professional Service Provider of the commitments earlier certified in the Schedule D are prohibited. Further, after once entering into each approved MBE and WBE sub-contract agreement, the Professional Service Provider shall thereafter neither terminate the subcontract, nor reduce the scope of the work to be performed by the MBE or WBE, nor decrease the price to the MBE or WBE, without in each instance receiving the prior written approval of the Executive Director. In some cases, however, it may become necessary to substitute a new MBE or WBE in order to actually fulfill the MBE or WBE requirements. In such cases, the Executive Director must be given reasons justifying the release by the Professional Service Provider of prior specific MBE or WBE commitments established in the contract, and will need to review the eligibility of the MBE or WBE presented as a substitute. The substitution procedure will be as follows:

(1) The Professional Service Provider must notify the Executive Director immediately in writing of an apparent necessity to reduce or terminate a MBE or WBE subcontract and to propose a substitute firm for some phase of work, if needed in order to sustain the fulfillment of the MBE/WBE contract requirements.

(2) The Professional Service Provider's notification should include the specific reasons for the proposed substitution. Stated reasons which would be acceptable include any of the following reasons:
a) Unavailability after receipt of reasonable notice to proceed; b) failure of performance; c) financial incapacity; d) refusal by the sub-consultant to honor the proposal price or scope; e) mistake of fact or law about the elements of the scope of work of a solicitation where a reasonable price cannot be agreed; f) failure of the sub-consultant to meet insurance, licensing or bonding requirements; g) the sub-consultant's withdrawal of its proposal; or h) decertification of the sub-consultant as MBE or WBE.

(3) The Professional Service Provider's position must be fully explained and supported with adequate documentation. Stated reasons which will not be acceptable include: replacement firm has been recruited to perform the same work under terms more advantageous to the Professional Service Provider; issues about performance by the committed MBE or WBE were disputed (unless every

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reasonable effort has already been taken to have the issues resolved or mediated satisfactorily); an MBE or WBE has requested reasonable price escalation which may be justified due to unforeseen circumstances.

The Profession Service Provider's notification should include the names, address and principal official of any proposed substitute MBE or WBE and the dollar value and scope of work of the proposed subcontract. Attached should be all the same MBE/WBE affidavits, documents and Letters of Intent which are required of the proposed MBE or WBE firms.

(4) The Executive Director will evaluate the submitted documentation, and respond within fifteen (15) working days to the request for approval of a substitution. The response may be in the form of requesting more information, or requesting an interview to clarify or mediate the problem. In the case of an expressed emergency need to receive the necessary decision for the sake of job progress, the Executive Director will instead respond as soon as practicable.

(5) Actual substitution of a replacement MBE or WBE to fulfill contract requirements must not be made before the Executive Director's approval is given of the acceptability of the substitute MBE or WBE. This subcontract must be executed within five (5) working days, and a copy of the MBE WBE subcontract with signatures of both parties to the agreement should be submitted immediately to the Executive Director.

- b. The Executive Director will not approve extra payment for escalated costs incurred by the Professional Service Provider when a substitution of sub-consultants becomes necessary for the Professional Service Provider in order to comply with MBE/WBE contract requirements.
- c. No relief of the MBE/WBE requirements will be granted by the Executive Director except in exceptional circumstances. Requests for complete or partial waiver of the MBE/WBE requirements of this contract must be made in writing, stating all details of the request, the circumstances, and any additional relevant information. The request must be accompanied by a record of all efforts taken by the Professional Service Provider to locate specific firms, solicit MBE and WBE proposals, seek assistance from technical assistance agencies, and other good faith efforts undertaken to achieve compliance with the MBE/WBE goals.

13. Non-Compliance

- a. The Executive Director has the authority to apply suitable sanctions to the Professional Service Provider if the Professional Service Provider is found to be in non-compliance with the MBE and WBE requirements. Failure to comply with the MBE or WBE terms of this contract or failure to use MBE or WBE firms as stated in the Professional Service Provider's assurances constitutes a material breach of the contract, and may lead to the suspension or termination of the contract in part or in whole. In some cases, monthly progress payments may be withheld until corrective action is taken.
- b. When the contract is completed, if the Executive Director has determined that the Professional Service Provider did not comply in the fulfillment of the required MBE and/or WBE goals, and a grant of relief of the requirements was not obtained, the Commission will be damaged in the failure to provide the benefit of participation to minority or women business to the degree set forth in this Special Condition. In that case, the Commission may disqualify the Professional Service Provider from entering into future contracts with the Commission.

14. Severability

- a. If any section, subsection, paragraph, clause, provision or application of these Special Conditions is held

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invalid by any count, the invalidity of such section, paragraph, clause or provision will not affect any of the remaining provisions hereof.

EXHIBIT C
SPECIAL CONDITIONS REGARDING THE UTILIZATION OF
MINORITY AND WOMEN OWNED BUSINESS ENTERPRISES
FOR PROFESSIONAL SERVICES

(COMMISSION'S SCHEDULE C AND D FORM EXECUTED BY CONSULTANT FOLLOWS THIS PAGE.)

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January 21, 2009

Public Building Commission of Chicago
50 West Washington Street Room 200
Chicago, Illinois 60602

Attention: Mr. Gary S. Bell – Contract Officer

RE: Request for Waiver

Construction Materials Testing and Inspection Services

Avondale/Irving Park Area Elementary School – PS1485

Chicago, Illinois

Terracon Proposal No.: C09013

Dear Mr. Bell:

Thank you for allowing Terracon Consultants, Inc. (Terracon) respectfully submits this Request for Waiver (Request) for the abovementioned contract. This request has been prepared for the Public Building Commission (PBC) and provides information sought by the PBC regarding Minority and Woman Based Enterprises (MBE/WBE) utilization on this contract.

Terracon is not a MBE/WBE firm; however, Terracon is committed to using qualified MBE/WBE subcontractors whenever possible. Terracon has successfully utilized MBE/WBE subcontractors on other projects for the PBC and its sister agencies. If the scope/duration of this project expands Terracon will explore the opportunities for utilizing additional MBE/WBE subcontractors at that time.

Terracon appreciates your consideration and we look forward to working with the PBC on this and other projects. If you have any questions or would like to further discuss our scope of service, please do not hesitate to contact us.

Sincerely,

Terracon Consultants, Inc.



Matthew K. Otto, CHMM

Program Manager

**STATUS REPORT OF MBE/WBE (SUB) CONTRACT PAYMENTS
(1 of 2)**

Name of Project _____ Contract Number _____

Date _____

STATE OF ILLINOIS }
 } SS
COUNTY OF COOK }

In connection with the above-captioned contract:

I DECLARE AND AFFIRM that I

(Name of Affiant)
am the

_____ and duly authorized representative of
(Title)

(Name of Company)
whose address is

and that the following Minority and Women Business Enterprises have been contracted with, and have furnished, or are furnishing and preparing materials for, and have done or are doing labor on the above-captioned contract; that there is due and to become due them, respectively, the amounts set opposite their names for materials or labor as stated; and that this is a full, true, and complete statement of all such MBEs/WBEs and of the amounts paid, due, and to become due to them:

MBE/WBE Name	Contract For	Amount of Contract	Total Previous Requests	Amount This Request	Balance to Complete
TOTALS:					

STATUS REPORT OF MBE/WBE (SUB) CONTRACT PAYMENTS (2 of 2)

I DO SOLEMNLY DECLARE AND AFFIRM UNDER THE PENALTIES OF PERJURY THAT THE CONTENTS OF THE FOREGOING DOCUMENT ARE TRUE AND CORRECT, AND THAT I AM AUTHORIZED, ON BEHALF OF THE ABOVE FIRM, TO MAKE THIS AFFIDAVIT.

(Affiant)

(Date)

On this _____ day of _____ 20 _____,

before me, _____, the undersigned officer, personally appeared _____, known to me to be the person described in the foregoing Affidavit and acknowledged that he (she) executed the same in the capacity therein stated and for the purposes therein contained.

In witness thereof, I hereunto set my hand and official seal.

Notary Public
Commission Expires

(Seal)

**Request for Taxpayer
Identification Number and Certification**

Give form to the
requester. Do not
send to the IRS.

Name (as shown on your income tax return)
Terracet Consultants, Inc.

Business name, if different from above

Check appropriate box: Individual/Sole proprietor Corporation Partnership
 Limited liability company. Enter the tax classification (D=disregarded entity, C=corporation, P=partnership) ▶ Exempt payee
 Other (see instructions) ▶

Address (number, street, and apt. or suite no.)
18001 W. 180th Street, Suite 308

City, state, and ZIP code
Olathe, KS 66061

List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Notes: If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number

or


Employer identification number
42 1249917

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am a U.S. citizen or other U.S. person (defined below).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. See the instructions on page 4.

Sign Here Signature of U.S. person ▶  Date ▶

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Notes: If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purpose of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity,