



Public Building Commission of Chicago
Richard J. Daley Center, Room 200
50 W. Washington Street
Chicago, Illinois 60602
www.pbcchicago.com

PROFESSIONAL SERVICES AGREEMENT
ENVIRONMENTAL ENGINEERING SERVICES
(PS3080I)

PUBLIC BUILDING COMMISSION OF CHICAGO

AND

V3 COMPANIES, LTD.

FOR

ENVIRONMENTAL ENGINEERING SERVICES (PS3080I)

Public Building Commission of Chicago

Richard J. Daley Center, Room 200
50 W. Washington Street
Chicago, Illinois 60602
www.pbcchicago.com

FIRM NAME:	V3 Companies, Ltd.
CONTACT NAME:	Keith Oswald
CONTACT TELEPHONE:	630-936-1678
CONTACT EMAIL:	koswald@v3co.com
ADDRESS:	7325 Janes Avenue Woodridge, Illinois 60517

Mayor Brandon Johnson
Chairman

Ray Giderof
Acting Executive Director

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EXECUTION PAGE
ENVIRONMENTAL ENGINEERING SERVICES– PS3080I

THIS AGREEMENT effective as of January 1, 2024, 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 **V3 Companies, Ltd.** with offices at 7325 Janes Avenue, Woodridge, Illinois 60517 (the "**Consultant**").

Recitals:

Whereas, the Commission intends to undertake from time to time the acquisition, demolition, renovation, development, construction and/or improvement of buildings, facilities and other improvements ("Project") located in the City of Chicago ("City") at the request of various governmental and public agencies ("User Agency").

WHEREAS, the Commission requires certain professional services as described in Schedule B the Agreement (the "Services") contained herein, in connection with the Projects undertaken by the Commission for the use and benefit of a User Agency.


WHEREAS, the Consultant desires to be retained by the Commission to perform the Services and has represented to the Commission that the Consultant is qualified and competent, by education and training, and has the knowledge, skill, experience and other resources necessary to perform the Services required by the Agreement in accordance with terms and conditions of the Agreement.

WHEREAS, in reliance upon the Consultant's representations and Key Personnel as identified in Schedule E of this Agreement, the Commission has selected the Consultant to perform the Services on the terms and conditions set forth in this Agreement as modified from time to time by Task Order.

NOW, THEREFORE, the parties have executed this Agreement on the terms and conditions that follow:

EXECUTION PAGE
ENVIRONMENTAL ENGINEERING SERVICES - PS30801


PUBLIC BUILDING COMMISSION OF CHICAGO


Mayor Brandon Johnson
Chairman

Date:

01/22/2024

ATTEST:


Mary Pat Witry
Secretary

Date:

1/17/2024

CONSULTANT: V3 Companies, Ltd.


President or Approved Signatory

Date:

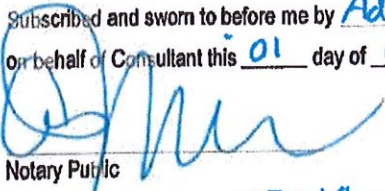
1/9/24

**AFFIX CORPORATE
SEAL, IF ANY, HERE**

County of: DuPage

State of: IL

Subscribed and sworn to before me by Adrienna J. Miksan
on behalf of Consultant this 01 day of 09, 2024

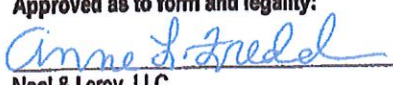

Notary Public

My Commission expires: 07-18-27

(SEAL OF NOTARY)

OFFICIAL SEAL
ADRIENNA J. MIKSAN
NOTARY PUBLIC, STATE OF ILLINOIS
My Commission Expires 07-18-27

Approved as to form and legality:


Neal & Leroy, LLC

Date:

1/16/2024

SCHEDULE A TERMS AND CONDITIONS

1. **Recitals.** The Recitals set forth on the Execution Page of this Agreement are hereby incorporated herein by reference.
2. **Definitions.** The herein words and phrases have the following meanings for purposes of this Agreement.
 - a. **Agreement** means this Professional Services Agreement for Specialty Consulting Services, including all schedules, exhibits, attachments, or documents attached hereto and/or incorporated by reference herein, and all amendments, supplements or Task Orders made in accordance with the terms hereof.
 - b. **Commission** means the Public Building Commission of Chicago, a municipal corporation organized under the Public Building Commission Act of the State of Illinois, as amended, or its duly authorized officers or employees.
 - c. **Consultant** means the company or other entity identified in this Agreement, and such successors or assigns, if any, as may be authorized to perform the Services required by the terms and conditions of this Agreement.
 - d. **e-Builder System** or **e-Builder** means the on-line collaboration workspace and document management system established and maintained by the Commission for electronic submission and receipt of documents and reports.
 - e. **Deliverables** means the documents, in any format (electronic or hard copy) requested by the Commission, including without limitation drawings, plans, reports, forms, recommendations, and analyses, that the Consultant is required under this Agreement to provide to the Commission.
 - f. **Equipment** means the articles or physical resources, tangible or intangible, including but not limited to, hardware, firmware or software enabling the Commission to implement the Projects and Consultant to perform the Services under this Agreement.
 - g. **Executive Director** means the person employed by the Commission as its Executive Director or the duly authorized representative thereof.
 - h. **Key Personnel** means those job titles and persons as identified in such positions in the Request for Qualifications response.
 - i. **Services** means collectively, the duties, responsibilities and tasks that are necessary in order for the Consultant to provide the Scope of Services required by the Commission under Section IV of the Request for Qualifications response and the assigned Task Order.
 - j. **Sub-consultant or Subcontractor** means a partnership, firm, corporation or entity other than the Consultant that furnishes labor, materials and/or equipment to the Consultant related to the performance of the Services and/or improvement of the Project.
 - k. **Task Order** means a document issued by the Commission to the Consultant pursuant to this Agreement that authorizes in writing Services and/or Deliverables to be provided by the Consultant, together with any applicable exhibits or schedules, a timetable for any Deliverables and the applicable fees.
3. **Incorporation of Documents.** The Resolution passed by the Board of Commissioners of the Commission on October 1, 2009, concerning utilization of minority business enterprises ("MBE") and women business enterprises ("WBE"), as the same may be amended from time to time, is 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 such Resolution and will comply fully with all applicable portions thereof in performing the Services.
4. **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 consulting professionals performing services of a scope, purpose, and magnitude comparable with the Services to be provided under this Agreement and the assigned Task Order. 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.

- c. **Consultant's Personnel.** The Consultant agrees 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 under this Agreement and the assigned Task Order in the manner required by this Agreement. Consultant must not reassign or replace Key Personnel without the written consent of the Commission. Consultant must ensure that all Services and Deliverables 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 such copies, upon request, to the Commission. Consultant remains responsible for the professional and technical accuracy of all Services and Deliverables furnished, whether by the Consultant or others on its behalf. Consultant must, at all times, use its best efforts on behalf of the Commission to assure timely and satisfactory rendering and completion of the Services. Consultant must perform all Services in accordance with the terms and conditions of this Agreement, to the reasonable satisfaction of the Commission. All Deliverables must be prepared in a format satisfactory to the Commission and delivered in a timely manner consistent with the requirements of this Agreement and the assigned Task Order.
 - d. **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.
 - e. **Limitations on Sub-Consultants and Subcontractors.** 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.
 - f. **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.
 - g. **Changes to the Services.** The Commission may from time to time, request changes to the terms of the Agreement, Task Order or the 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 or timetable for Deliverables, which are mutually agreed upon by and between the Commission and Consultant, shall be incorporated in a written amendment to this Agreement or the Task Order. The Commission shall not be liable for any changes absent such written amendment.
5. **Representations and Warranties.** Consultant represents, warrants and covenants that (a) it will comply with all laws and regulations in performing the Services; (b) it will perform the Services in accordance with the terms and conditions of the Agreement in a professional and workmanlike manner consistent with best industry standards and practice; (c) it possesses all right, power and authority to enter into this Agreement; (d) all Deliverables shall be original works of Consultant or that Consultant shall have all rights necessary to provide such Deliverables; and (e) neither the Services, Deliverables or any other materials or any part thereof, provided to the Commission shall infringe any patent, copyright, trademark, trade secret or other proprietary right of a third party. If any Services performed by Consultant fail to meet the above warranties, then without limiting any other remedies at law or in equity, Consultant shall promptly correct or re-perform any such affected Services at no cost to the Commission. Further, Consultant acknowledges that the Commission has entered or will enter into agreements with third party vendors to provide a third party data hosting site and a disaster recovery site. Consultant agrees to abide by all rules, regulations and other requirements prescribed by such third party vendors in order to gain access to the Equipment and perform the Services required by this Agreement.
6. **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 Age Discrimination Act, 43 U.S.C. Sec. 6101-6106 (1981); 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, the Chicago Human Rights Ordinance, Chapter 2-160, Section 2-160-010 et seq. of the Municipal Code (1990), as amended, and a Resolution passed by the Board of Commissioners of the Public Building Commission of Chicago on October 1, 2009, 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 or 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. **Ethics.** The Consultant has read and agrees to comply with all provisions of the Code of Ethics Resolution passed by the Commission on October 3, 2011, which is available on the Commission's website at https://www.pbcchicago.com/wp-content/uploads/2017/05/RES_PBC_e-cr_CodeofEthicsConsolApril-2013_20130405.pdf and is incorporated into this Agreement by reference. Any contract negotiated, entered into, or performed in violation of any of the provisions of this Section will be voidable by the Commission.
- d. **Inspector General.** The Consultant and its subconsultants, including all officers, directors, agents, partners and employees of such entities shall cooperate with the Inspector General of the Public Building Commission in any investigation or hearing undertaken pursuant to Public Building Commission Resolution 7576 adopted by the Board of Commissioners of the Public Building Commission of Chicago on October 1, 2010. On projects funded by the City of Chicago, the Consultant and its subconsultants, including all officers, directors, agents, partners and employees of any such entities, shall cooperate with the Inspector General of the City in any investigation or hearing undertaken pursuant to Chapter 2-56 of the Chicago Municipal Code. Each Consultant understands and will abide by all provisions of Chapter 2-56 of the Municipal Code of Chicago. All Consultants will inform their respective subconsultants of this provision and require compliance herewith. Consultant shall cooperate and comply with the Inspector General of the User Agency in any investigation or hearing undertaken pursuant to the enabling ordinance or resolution pertaining to the authority of such Inspector General that has been promulgated by such User Agency.
- e. **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.
- f. **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.
- g. **e-Builder System.** The Commission may require the Consultant to use the Commission's electronic document management system in performing the Services and the assigned Task Order. At the direction of the Commission, the Consultant must follow the e-Builder procedures and submit progress reports and other Deliverables through the e-Builder System. The Consultant must attend courses and receive training on the e-Builder System provided by or on

behalf of the Commission. Any costs incurred by Consultant as a result of the attendance of Consultant's personnel at e-Builder System courses are not compensable by the Commission.

- h. **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 the assigned Task Order and performance of all other obligations of the Consultant under this Agreement and any other agreement entered into by the Commission which are managed or administered by the Consultant as a result of the Consultant's engagement hereunder.
- i. **Compliance with Laws.** In performing its engagement under this Agreement, the Consultant shall comply with all applicable federal, state and local laws, rules and regulations including but not limited to, those referenced in subparagraphs (a) and (b) above.
- j. **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.

7. **Term.**

- a. The term of this Agreement is three (3) years with two (2) successive one (1)-year renewal options at the sole discretion of the Commission. This agreement may be terminated by the Commission, with cause, upon thirty (30) days notice to the Consultant and provided further, that this agreement may be terminated at any time during the term by mutual agreement of the parties.
- 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.

8. **Compensation of Consultant: Submission of Invoices through e-Builder.** The total amount of compensation to be paid by the Commission during the term of this Agreement shall not exceed the sum of \$2,000,000.00 unless amended by the Commission. The Commission shall compensate the Consultant for the Services in the manner set forth in Schedule A of this Agreement, or as modified by written authorization. The Consultant shall submit all invoices, no more frequently than once every thirty (30) days, in electronic format using the e-Builder System. All submitted invoices shall include a cover page as provided by the Commission and the assigned Task Order number. Failure to submit invoices through e-Builder will result in delayed or non-payment to the Consultant.

9. **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 5(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 and the assigned Task Order, the Commission may furnish to the Consultant information concerning the nature of the Project, existing conditions and other data or reports pertaining to the site and the proposed development thereof.
 - d. **Tests and Reports.** The Commission may also furnish structural, civil, chemical, mechanical, soil mechanical and/or other tests and reports if determined by the Commission in its sole discretion to be necessary in order for the Consultant to perform the Services.
 - 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 Consultant to perform the Services. 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 Services shall be the property of the Commission, including copyrights.
 - h. **Audits.** The Commission shall have the right to audit the books and records of the Consultant on all subjects relating to the Services.
10. **Indemnification of Commission and Third Party Vendors.** 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 and any third party hosting site or disaster recovery site 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.
11. **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 D.
12. **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 given 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;
 - iv. 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

- v. 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.
13. **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, the Services or any assigned Task Order. 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 act in the best interests of the Commission and User Agency consistent with the 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.
14. **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.
15. **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.]
16. **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.
17. **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. **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.
- h. **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.
- i. **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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SCHEDULE B

SCOPE OF SERVICES

The Public Building Commission of Chicago requires the services of qualified and experienced environmental engineering consulting firms or teams to perform the following environmental work for the PBC – Categories A: Planning Phase Environmental Services, B: Design Phase Environmental Services, and C: Construction Phase Environmental services:

A. Planning Phase Environmental Services, including but not limited to:

1. Phase I Environmental Site Assessments (ESAs)
2. Phase II ESAs and Soil Management Assessments
3. Geophysical Surveys
 - a. Electromagnetic Surveys
 - b. Ground Penetrating Radar Surveys
4. Test Pit Excavation and Site Restoration
5. Environmental Grant Applications
6. Environmental Remediation Budget Preparation

B. Environmental Design Phase Services, including but not limited to:

1. Phase II ESAs
 - a. Soil Boring and Groundwater Well Installation
 - b. Soil, Groundwater, and Soil Vapor Sampling and Environmental Laboratory Analysis
 - c. Additional Geophysical Surveys or Test Pitting Activities
2. IEPA Site Remediation Program Management
 - a. Site Enrollment
 - b. Comprehensive & Focused Site Investigation
 - c. Technical Reporting
3. IEPA Leaking Underground Storage Tank Program Management
 - a. UST Removal Oversight & Management
 - b. Site Investigation
 - c. Technical Reporting
4. Environmental Coordination and Management during Project Design
5. Bid Package Generation
 - a. Preparation of Drawings and Specifications
 - b. Design Meeting Participation
 - c. Bid Meeting Participation
 - d. Bid Assessment and Recommendation
 - e. Meeting Minutes
 - f. Bid Package Coordination
6. Environmental Grant Administration

C. Construction Phase Oversight Services, including but not limited to:

1. Contract Administration
2. Environmental Submittal Review and Approval
3. Remediation and Soil Management Oversight
4. Underground Storage Tank Removal and Management
5. Field Meetings Related to Environmental Matters
6. Soil Management and Remediation Report Generation

7. IEPA Site Remediation Program Management
8. Environmental Engineering and Remediation Tasks as requested by the PBC

General Detailed Scope of Services – Environmental Consulting Services

The Environmental Consultant (the “Consultant”) will provide, on a Task Order basis, all Services required to complete Planning, Design and Construction Phase Environmental Services. The Consultant would enter into a Task Order with the PBC for services requested in a Request for Proposal issued by the PBC. The Consultant’s Task Order would be executed in a Not to Exceed format, on a project by project basis. These services would be in connection with various public / capital projects the PBC manages. The Consultant must demonstrate the experience and capacity to conduct the following Scope of Services.

Category A. Planning Phase Environmental Services

1. Phase I Environmental Site Assessments (ESAs): Conduct Phase I Environmental Site Assessments in accordance with the ASTM E 1527-21 Standard Practice for Environmental Site Assessments: Phase I Environmental Site Assessment Process. The federal rule recognizes the ASTM E 1527-21 standard as an acceptable guidance document for satisfying the “All Appropriate Inquires” (AAI).
2. Phase II ESAs and Soil Management Assessments: Conduct Phase II ESAs to investigate the finding of Phase I ESAs on sites proposed for development/redevelopment. Phase II Environmental Site Assessments will be performed in accordance with ASTM E1903-11 19 Standard Practice for Environmental Site Assessments: Phase II Environmental Site Assessment Process, US EPA SW-846, “Test Methods for Evaluating Solid Waste, Physical/Chemical Methods,” and all applicable regulatory requirements to assess potential impact to if soil, groundwater, and/or soil vapor conditions. Conduct soil management assessments to investigate the impact associated with identified Potentially Impacted Properties (PIPs) in accordance with 35 Ill. Adm. Code 1100: Clean Construction or Demolition Debris Fill Operations and Uncontaminated Soil Fill Operation. Preparation of “uncontaminated soil” certifications in accordance with 35 Ill. Adm. Code 1100 based on the findings of soil assessment activities.
3. Geophysical Surveys: Conduct geophysical survey using electromagnetic and/or ground penetrating radar and reports to explore and evaluate sites for the possible presence of former underground storage tanks, foundations, or other subsurface structures.
4. Test Pit Excavation and Site Restoration: Conduct test-pit excavations using excavation equipment in locations of unexplained anomalies based on the results of the geophysical survey that may indicate the presence of underground storage tanks, foundations, or other subsurface structures. Site Restoration services would include the backfilling of test pits with moderate compaction effort and the restoration of sod, asphalt, concrete, or other surface materials required to be repaired by the PBC.
5. Environmental Grant Applications: Prepare local, state or federal grant applications on behalf of the PBC for environmental funding to support PBC projects.
6. Environmental Budget Preparation: Use information from Phase I ESAs, Phase II ESAs, geophysical surveys, and/or test pits as well as schematic project designs provided by PBC to prepare preliminary budgets for environmental remediation.

Category B. Environmental Design Phase Environmental Services

1. Phase II Environmental Site Assessments:
 - a. (Items 1a & 1b): Conduct Phase II Environmental Site Assessments in accordance with ASTM E1903-19 *Standard Practice for Environmental Site Assessments: Phase II Environmental Site Assessment Process*, US EPA SW-846, “Test Methods for Evaluating Solid Waste, Physical/Chemical

Methods,” and all applicable IEPA remediation program requirements to assess potential impact to soil, groundwater, and/or soil vapor associated with identified environmental conditions. Prepare reports to include a summary of Phase II ESA activities, findings as compared to appropriate regulatory requirements, and recommendations for further assessment, as necessary.

b. Additional Geophysical Surveys or Test Pitting Activities: See Category A: Tasks 3 and 4 for this Task description.

2. IEPA Site Remediation Program (SRP) Investigations and Reporting: The Consultant must be able to conduct the necessary work to secure a No Further Remediation (NFR) letter, which could include, but not limited to the following scope:

a. Enrollment of PBC sites into the IEPA SRP on an as needed basis. Completion and submittal of the SRP DRM-1 and DRM-2 Forms to the IEPA on behalf of the PBC.

b. Under the supervision of an Illinois Licensed Professional Engineer, preparation of a Focused or Comprehensive Site Investigation Report (F/CSIR) in accordance with 35 Ill. Adm. Code 740 that include creating environmental sampling work plans and conducting site investigations inclusive of sampling, analyses and field screening measurements to characterize the nature, concentration and extent of contaminants of concern based on Recognized Environmental Conditions (RECs) identified in the Phase I Environmental Site Assessment. Reporting generated during this task shall be subject to senior level technical review for technical accuracy and completeness.

c. Under the supervision of an Illinois licensed Professional Engineer, preparation of Remediation Objectives Report/Remedial Action Plan (ROR/RAP) in accordance with 35 Ill. Adm. Code 740 and 742. The RO Report would detail the proposed remediation objectives for the remediation site. The RAP would describe the proposed remediation strategy and evaluate its ability and effectiveness to achieve the remediation objectives proposed for the remediation site. Reporting generated during this task shall be subject to senior level technical review for technical accuracy and completeness.

d. Generate detailed remediation plans to manage identified environmental conditions in accordance with proposed development/redevelopment plans and prepare construction project documents for proposed remedial action.

e. Respond to PBC and IEPA comments to reviewed and submitted documents as appropriate.

f. Pay IEPA SRP Fees on behalf of PBC. These costs are reimbursed through subsequent Consultants invoices to PBC.

g. Prepare a Remedial Action Completion Report (RACR) to document the completed remedial action and would demonstrate compliance with IEPA approved remediation objectives. Reporting generated during this task shall be subject to senior level technical review for technical accuracy and completeness.

h. Coordinate with IEPA to obtain a draft and final No Further Remediation letter on behalf of the PBC. Assist the PBC in appropriately recording the No Further Remediation Letter.

3. IEPA Leaking Underground Storage Tank Program Management: The Consultant must be able to conduct the necessary work to secure a No Further Remediation (NFR) letter, which could include, but not limited to the following scope:

a. Provide assistance with UST removal contractor coordination and management for UST removal activities.

b. Provide oversight of UST removal activities in accordance with applicable City of Chicago Department of Public Health (CDPH)/Office of the State Fire Marshall (OSFM) regulatory and permit requirements.

c. Prepare 20-Day Certification and 45-Day Report, as necessary, in accordance with 35 Ill. Adm. Code 734, for identified leaking USTs. Reporting generated during this task shall be subject to senior level technical review for technical accuracy and completeness.

d. Conduct Stage 1, Stage 2, and Stage 3 site investigations in accordance with 35 IAC 734 to delineate impact from identified leaking USTs.

e. Under the supervision of an Illinois licensed Professional Engineer, preparation of Site Investigation Completion Report (SICR) and Corrective Action Plan (CAP) in accordance with 35 Ill. Adm. Code 734 and 742.

f. Generate detailed corrective action plans to manage identified environmental conditions in accordance with proposed development/redevelopment plans and prepare construction project documents for proposed corrective action.

g. Respond to PBC and IEPA comments to reviewed and submitted documents as appropriate.

h. Prepare a Corrective Action Completion Report (CACR) to document the completed corrective action and would demonstrate compliance with IEPA approved remediation objectives. Reporting generated during this task shall be subject to senior level technical review for technical accuracy and completeness.

i. Coordinate with IEPA to obtain a draft and final No Further Remediation letter on behalf of the PBC. Assist the PBC in appropriately recording the No Further Remediation Letter.

4. Environmental Coordination and Management during Project Design: The Consultant would work with the PBC PM and assigned consultants throughout the design of the proposed building and site to ensure that all design documents provide scope in accordance with applicable local, state, and federal regulations.

The Consultant would provide a key point of contact to coordinate all environmental design work for each PBC project. The Consultant's point of contact would review and comprehend existing Phase I and Phase II Environmental Site Assessments, surveys and previous work performed, and would be able to provide a detailed understanding of current environmental site conditions to PBC PMs and PBC assigned consultants (i.e. Architectural Firm and project team.) This individual would also provide detailed summaries of existing environmental conditions of PBC or client owned properties. These properties undergo transformation from their existing site conditions to newly constructed public facilities with adjoining features, including parking lots, green space, fountains, plazas, sidewalks, playgrounds, etc.

5. Bid Package Generation

a. Preparation of Drawings and Specifications: The Consultant would work closely with PBC Design PM's and assigned consultants to identify environmental site conditions, incorporate cost effective site remediation strategies as part of the design (if necessary), develop soil management, and/or disposal strategies that comply with current regulations. The Consultant would need to be able to ensure that the earthwork/soil management plans and specifications provide a clear line of responsibility and work procedures for both the Site Preparation and Building Construction Phases. The Consultant would also prepare or modify existing project specifications related to soil and water management that clearly identify the future site preparation and construction contractor obligations. These specifications should also ensure that the Contractor's environmental scope of work complies with the local, state and federal regulations and that their performances of such activities are a measure for payment.

The Consultant would ensure that the earthwork and soil management specifications and plans anticipate potential challenges such as discovery of footings, foundations, slabs, concrete, mixed fill, underground storage tanks, hydraulic lifts, etc., in order to minimize delays during construction. Using this information and the future design elements on the site, prepare complete earthwork/soil management documents/drawings for the work including Site Preparation and the Building Construction. These drawings would be generated using the PBC's Environmental Design Guidelines. Typically, the Consultant creates five total drafts of the environmental drawings for the purposes of this proposal (Site Preparation - 100%; Construction Documents – Design Deliverables, 60%, 90% and Bid Set).

For projects in the IEPA SRP, the Consultant would provide cost effective and green remediation options for site remediation and the installation of engineered barriers that are realistic and incorporate designs concurrent with IEPA cleanup objectives. Remediation design would be performed in accordance with Title 35 Ill. Adm. Code 740 and 742.

The Consultant would use PBC template specifications to modify for each project which include the management of uncontaminated material or contaminated soil on and off the site, controlling and managing storm and groundwater, dust control, underground storage tank removal, etc.

b. Design Meeting Participation: The Consultant would attend meetings as directed by the PBC and discuss environmental matters relative to the project. These meetings typically include but are not limited to:

- i. Environmental Design Kick-Off Meeting
- ii. Bi-Weekly Design Meetings
- iii. Design Phase Utility Coordination Site Visit

- iv. Design Milestone Meetings (60%, 90% and 100% set)
 - v. Design to Construction Meeting
 - c. Bid Meeting Participation: The Consultant would attend meetings relative to providing environmental design information throughout the bidding process including:
 - i. Pre-Bid
 - ii. Technical Review
 - iii. Construction Pre-Installation Meeting
 - d. Meeting Minutes: The Consultant would prepare meeting minutes for all environmental related meetings and provide the meeting minutes in a draft copy for PBC review and comment.
 - e. Bid Package Coordination: The Consultant would coordinate the development of all environmental bid documents with the Architect of Record and their project team including but not limited to the landscape, geotechnical, structural, and civil engineering professionals (the PBC has template specifications that can be modified for this task). The Consultant reviews all specifications generated by the AOR team related to backfill, earthwork, utilities, and landscaping for language continuity among all specification sets with an emphasis on language dealing with the management and/or remediation of environmentally impacted media or special soil management requirements.
6. Environmental Grant Administration: The Consultant would provide grant administration services, at the direction of the PBC, including, but not limited to:
- a. Preparing grant applications
 - b. Generating environmental estimates as requested
 - c. Preparing grant reporting as required by the specific grant type
 - d. Meeting preparation and presentations to grant administrators
 - e. Preparing presentations for public meetings as well as community relations plans
 - f. Seeking out information requested, and filling forms required by the grant

Category C. Construction Phase Environmental Oversight Services

1. Contract Administration: The Consultant would provide contract administration activities to ensure all environmental site work is performed in accordance with the project design and specifications as well as in accordance with local, state, and federal environmental regulations.
2. Environmental Submittal Approvals: The Consultant would provide review, comment and approval on Contractor submittals related to environmental remediation work. The Consultant would be expected to review submittals related to the management of soil, storm, and groundwater on and off site; soil stockpiling; dust suppression, etc. The Consultant would review and collect copies of all trucking manifests concerning disposal of all materials and imported material documentation for compliance with project specifications.
3. Remediation and Soil Management Oversight: The Consultant would provide on-site environmental oversight as required throughout environmental remediation and soil management activities including, but not limited to, the excavation of contaminated soil and backfilling of materials (i.e. clay, topsoil, clean stone, etc.). Compile all load tickets, gate receipts, waste manifests, disposal records, analytical data, permits, field logs, photographs, and survey information from Contractor for inclusion in the final reporting and for PBC and client as directed.
4. Underground Storage Tank Management: The Consultant would provide Underground Storage Tank Management Services to assist the Contractors to remove underground storage tanks from PBC sites. See item B.3 for task related activities.
5. Field Meetings Related to Environmental Matters: The Consultant would attend project coordination and weekly meetings, via remote access, at PBC offices, or on the project site as required.
6. Soil Management and Environmental Remediation Report Generation: The Consultant would prepare weekly and bi-weekly environmental reports as well as a final soil management and remediation report as required by the PBC. The Consultant would provide a written summary of field activities, summary of any survey or other field measurements as well as photo-documentation of all soil-related activities. Soil related activities

include but are not limited to: uncontaminated soil reuse, uncontaminated soil disposal, contaminated soil disposal, imported fill material backfill and landscape installation, and engineered barrier placement.

7. Environmental Engineering and Remediation Tasks as requested by the PBC: The Consultant would perform environmental engineering tasks as requested by the PBC including but not limited to: environmental technical review; soil remediation; underground storage tank removal; public speaking; etc.as necessary to meet project and regulatory requirements.

The Commission reserves right to add, delete, modify, change, or otherwise amend the Services required to be performed by the Selected Respondent.

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SCHEDULE C
COMPENSATION OF THE CONSULTANT

C.1 CONSULTANT'S FEE

- C.1.1 The Commission shall pay the Consultant for the satisfactory performance of the Services for all work included in each duly executed Task Order assigned by the Commission on in the amount specified in each Task Order (Fee). The hourly rates attached herein represent the basis for each fee proposal from Consultant.
- 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 including travel to and from Commission's job sites/meetings, cell phone, computer usage, vehicles, mileage, taxi fares, parking, tolls insurance, and any other costs incurred.
- C.1.3 Should the Commission require additional services above and beyond those described in Schedule B, the Consultant will be required to submit a proposal, where the Commission reserves the right to negotiate, and the Commission must authorize approval of Consultant's agreement, in writing.
- C.1.4 The Commission shall compensate the Consultant for Reimbursable Expenses that are approved by the Commission prior to being incurred. Reimbursable Expenses shall include actual expenditures for subcontractors, laboratory costs, and leased or rented equipment, as well as those expenditures as identified and approved by the Commission on a Task Order basis.
- C.1.5 The Consultant's mark-up rates for the administration and oversight of subcontractors shall not exceed five percent of the subcontractor's invoice.

C.2 HOURLY RATES FOR CONSULTANT AND SUBCONSULTANT PERSONNEL

- C.2.1 All Consultant and Subconsultant personnel along with the billable hourly rate are subject to the prior approval of the Commission. The hourly rates shall not include compensation for overtime pay or holiday pay.
- C.2.2 Rates contained herein shall be enforceable for the term (and any subsequent option years exercised) of the agreement. Consultant may request, in writing to the Contract Officer, a request for a rate revision not less than 60 days at the end of each Calendar year. The request must be accompanied by justification by the Consultant. Revision or modifications of hourly rates shall be made at the sole discretion of the Commission.

C.3 METHOD OF PAYMENT

- C.3.1 **Invoices.** The Consultant will submit invoices, via e-Builder, to the Commission for Services performed that will be paid in one lump sum after all Services required by each Task Order have been completed to the reasonable satisfaction of the Commission.

Each invoice must reference the contract number, task order number, project name and include reasonable detail to sufficiently describe the services performed. At its discretion, the Commission may require detail and data relating to Subconsultant costs. In accordance with the terms of the 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 reports must identify any variances from budget or schedule and explain reasons for any such variance(s).

- C.3.2 **Payment.** Payment will be processed within thirty (30) days after Commission receives an acceptable invoice from the Consultant.

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V3 Companies, Ltd.
LOADED HOURLY RATES - ENVIRONMENTAL CONSULTING SERVICES
ENVIRONMENTAL ENGINEERING SERVICES - PS3080I

Complete the following Hourly Rate table and provide various hourly rates for the staff who will work on Category A, B and C type projects. The hourly rate shall include typical overhead (except the Reimbursable Expenses) for each staff member such as driving to and from PBC job sites or meetings, cell phone and computer usage, vehicles, mileage, taxi cab fares, parking, tolls, insurance, marketing and any other costs incurred.

Job Title		Unit	Hourly Rates
Phase I and II Environmental Assessments/Design and Construction Management			
A	Principal	Per Hour	\$ 200.00
B	Environmental Engineer P.E.	Per Hour	\$ 145.00
C	Environmental Engineer	Per Hour	\$ 125.00
D	Geologist/Hydrologist	Per Hour	\$ 120.00
E	Certified Industrial Hygienist	Per Hour	
F	Environmental Scientist	Per Hour	\$ 105.00
G	Building Inspector (Hazardous Waste)	Per Hour	
H	Chemist	Per Hour	
I	Environmental Communications Specialist	Per Hour	
J	Project Manager	Per Hour	\$ 140.00
K	Senior Project Manager	Per Hour	\$ 165.00
L	Environmental Technician	Per Hour	\$ 90.00
M	Clerical/Administrative Staff	Per Hour	\$ 65.00
N	Drafting Technician	Per Hour	\$ 80.00
O	Civil Engineer	Per Hour	\$ 130.00
P	Senior Environmental Engineer, P.E.	Per Hour	\$ 190.00
Q	Project Geologist, P.G.	Per Hour	\$ 130.00
R	Senior GIS Specialist	Per Hour	\$ 135.00
Environmental Design Services			
A	Environmental Engineer P.E.	Per Hour	\$ 145.00
B	CAD Specialist	Per Hour	\$ 95.00
C	Drafting Technician	Per Hour	\$ 80.00
D	Clerical/Administrative Staff	Per Hour	\$ 65.00
E	Engineer	Per Hour	\$ 125.00
F	Project Manager	Per Hour	\$ 140.00
G	Senior Project Manager	Per Hour	\$ 165.00
H	Senior GIS Specialist	Per Hour	\$ 135.00

SCHEDULE D

INSURANCE REQUIREMENTS

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 \$1,000,000 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 \$5,000,000 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. The Public Building Commission, the Board of Education of the City of Chicago, the City of Chicago, and each of their respective Board members, employees, elected and appointed officials, and representatives, and any other User Agency or Owner required by the Commission, must be named as Additional Insured on a primary, non-contributory basis for any liability arising directly or indirectly from the work.

If tank removal or excavation is to be performed, the contractor must include the following additional coverage: All premises and operations, products/completed operations (for minimum of two (2) years following project completion), explosion, collapse, underground, separation of insureds, defense, and contractual liability.

Subcontractors performing work for Consultant 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, the Board of Education of the City of Chicago, the City of Chicago, and each of their respective Board members, employees, elected and appointed officials, and representatives, and any other User Agency or Owner required by the Commission must be named as Additional Insured on a primary, non-contributory basis.

Subcontractors performing work for Consultant 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 consultants perform work in connection with this Contract, Professional Liability Insurance covering acts, errors, or omissions must be maintained with limits of not less than \$2,000,000. The policy will include coverage for wrongful acts, including but not limited to errors, acts or omissions, in the rendering or failure to render professional services resulting in a pollution incident. 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.

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 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, data, media, or other 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

Contractors Pollution coverage is required with limits of not less than \$2,000,000 per occurrence for any portion of the services, which may entail, exposure to any pollutants, whether in the course of sampling, remedial work or any other activity under this contract. The contractor pollution liability policy will provide coverage for sums that the insured become legally obligated to pay as loss as a result of claims for bodily injury, property damage and/or clean-up costs caused by any pollution incident arising out of the Work including remediation operations, transportation of pollutants, owned and non-owned disposal sites and any and all other activities of Contractor and its subcontractors. Pollution incidents will include, but not be limited to, the discharge, dispersal, release or escape of any solid, liquid, gaseous or thermal irritant or contaminant, including but not limited smoke, vapors, soot, fumes, acids, alkalis, toxic chemicals, medical waste, waste materials, lead, asbestos, silica, hydrocarbons and microbial matter, including fungi, bacterial or viral matter which reproduces through release of spores or the splitting of cells or other means, including but not limited to, mold, mildew and viruses, whether or not such microbial matter is living.

The policy will be maintained for a period of three years after final completion and include completed operations coverage. The policy will include The Public Building Commission, the Board of Education of the City of Chicago, the City of Chicago, and each of their respective Board members, employees, elected and appointed officials, and representatives, and any other User Agency or Owner required by the Commission as Additional Insured on a primary and non-contributory basis for on going and completed operations.

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

D.1.8 Railroad Protective Liability

When any work is to be done adjacent to or on railroad or transit property, Consultant must provide or cause to be provided, with respect to the operations that Consultant or subcontractors perform, Railroad Protective Liability Insurance when required by the railroad or transit entity, 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.

In all instances when work is to be performed within fifty (50) feet of a right-of-way, Consultant and subconsultants performing work in the area are required to endorse their liability policies with form CG 24 17 to eliminate the exclusion for work within fifty (50) feet of the rail right-of-way. Evidence of this endorsement must be submitted with the Certificate of Insurance required below.

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 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. Non-fulfillment 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 30 days prior written notice to be given to the Commission if any policies are canceled, substantially changed, 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, the Board of Education of the City of Chicago, the City of Chicago, and any other User Agency or Owner and each of 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, the Board of Education of the City of Chicago, the City of Chicago and any other User Agency or Owner 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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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
1/4/2024

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

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

PRODUCER Ames & Gough 859 Willard Street Suite 320 Quincy, MA 02169	CONTACT NAME: PHONE (A/C, No, Ext): (617) 328-6555 FAX (A/C, No): (617) 328-6888 E-MAIL ADDRESS: boston@amesgough.com
INSURER(S) AFFORDING COVERAGE	
INSURER A : Continental Casualty Company (CNA) A, XV	NAIC # 20443
INSURER B : Continental Insurance Company A(XV)	35289
INSURER C : Transportation Insurance Company A(XV)	20494
INSURER D : Berkshire Hathaway Specialty Insurance Company (A++XV)	22276
INSURER E :	
INSURER F :	

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC OTHER:	X	X	7063878169	1/1/2024	1/1/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000	X	X	7063881315	1/1/2024	1/1/2025	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	X 7063881542	1/1/2024	1/1/2025	<input checked="" type="checkbox"/> PER STATUTE E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	Professional Liab			47EPP32600102	1/1/2024	1/1/2025	Per Claim 5,000,000
D	& Pollution Liab			47EPP32600102	1/1/2024	1/1/2025	Aggregate 10,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
All Coverages are in accordance with the policy terms and conditions.

RE: Project Number: 230554, V3 Project Manager Keith Oswald | Master Agreement PS3080I Environmental Engineering Service. The Public Building Commission, the Board of Education of the City of Chicago, the City of Chicago, and each of their respective Board members, employees, elected and appointed officials, and representatives, and any other User Agency or Owner required by the Commission shall be included as additional insured with respects to General and Umbrella Liability where required by written contract. General and Umbrella Liability is Primary and Non-contributory where required per written contract. A Waiver of Subrogation and 30 Day Notice of Cancellation is provided in accordance with the policy terms and conditions.

CERTIFICATE HOLDER	CANCELLATION
Public Building Commission of Chicago 50 W. Washington, Room 200 Chicago, IL 60602 APPROVED JLB 7/18/2025	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Jared Maxwell</i>

DATE (MM/DD/YYYY)

01/04/2024

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

PRODUCER DSP Insurance Services, Inc. 1900 E Golf Rd Ste 650 Suite 650 Schaumburg IL 60173	CONTACT NAME: Marie Vera	
	PHONE (A/C, No, Ext): (847) 934-6100	FAX (A/C, No): (847) 934-6186
	E-MAIL ADDRESS: mvera@dspins.com	
	INSURER(S) AFFORDING COVERAGE	
	NAIC #	
	INSURER A: National Fire Ins Co of Hartford	
	20478	
INSURED V3 Companies Ltd., V3 Companies of Illinois Ltd. 7325 Janes Avenue, Suite 100 Suite 100 Woodridge IL 60517	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	
	INSURER G:	


MV

REVISION NUMBER:

INSR LTR	TYPE OF INSURANCE		ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:							EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG \$	\$ \$ \$ \$ \$ \$
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY				BUA7011433078	01/01/2024	01/01/2025	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) \$	\$ 1,000,000 \$ \$ \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$							EACH OCCURRENCE AGGREGATE \$	\$ \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y / N If yes, describe under DESCRIPTION OF OPERATIONS below		N / A					PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	\$ \$ \$ \$
									\$ \$

Waiver of subrogation applies in favor of the Additional Insureds on the Auto Liability, according

CANCELLATION

<p>Public Building Commission Procurement Department Richard J. Daley Center 50 W. Washington Street Room 200 Chicago IL 60602</p>	<p>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.</p>
	<p>AUTHORIZED REPRESENTATIVE</p> 

DESCRIPTION OF OPERATIONS SECTION CONTINUED		DATE 01/04/2024
CERTIFICATE HOLDER: Public Building Commission Procurement Department Richard J. Daley Center 50 W. Washington Street Room 200 Chicago IL 60602	INSURED: V3 Companies Ltd., V3 Companies of Illinois Ltd. 7325 Janes Avenue, Suite 100 Woodridge IL 60517	
DESCRIPTION OF OPERATIONS CONTINUED: to policy terms, conditions and exclusions, when required by written contract.		


CONTRACTORS EXTENDED COVERAGE ENDORSEMENT - BUSINESS AUTO PLUS
THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM

I. LIABILITY COVERAGE
A. Who Is An Insured

The following is added to **Section II, Paragraph A.1., Who Is An Insured**:

1. a. Any incorporated entity of which the Named Insured owns a majority of the voting stock on the date of inception of this Coverage Form; provided that,
 - b. The insurance afforded by this provision **A.1.** does not apply to any such entity that is an **insured** under any other liability "policy" providing **auto** coverage.
2. Any organization you newly acquire or form, other than a limited liability company, partnership or joint venture, and over which you maintain majority ownership interest.

The insurance afforded by this provision **A.2.**:

- a. Is effective on the acquisition or formation date, and is afforded only until the end of the policy period of this Coverage Form, or the next anniversary of its inception date, whichever is earlier.
- b. Does not apply to:
 - (1) **Bodily injury or property damage** caused by an **accident** that occurred before you acquired or formed the organization; or
 - (2) Any such organization that is an **insured** under any other liability "policy" providing **auto** coverage.
3. Any person or organization that you are required by a written contract to name as an additional insured is an **insured** but only with respect to their legal liability for acts or omissions of a person, who qualifies as an **insured** under **SECTION II – WHO IS AN INSURED** and for whom Liability Coverage is afforded under this policy. If required by written contract, this insurance will be primary and non-contributory to insurance on which the additional insured is a Named Insured.
4. An **employee** of yours is an **insured** while operating an **auto** hired or rented under a contract or agreement in that **employee's** name, with your permission, while performing duties related to the conduct of your business.

"Policy", as used in this provision **A. Who Is An Insured**, includes those policies that were in force on the inception date of this Coverage Form but:

1. Which are no longer in force; or
2. Whose limits have been exhausted.

B. Bail Bonds and Loss of Earnings

Section II, Paragraphs A.2. (2) and A.2. (4) are revised as follows:

1. In **a.(2)**, the limit for the cost of bail bonds is changed from \$2,000 to \$5,000; and
2. In **a.(4)**, the limit for the loss of earnings is changed from \$250 to \$500 a day.

Form No: CNA63359XX (04-2012)

Endorsement Effective Date:

Endorsement Expiration Date:

Endorsement No: 19; Page: 1 of 4

Underwriting Company: National Fire Insurance Company of Hartford, 151 N Franklin St, Chicago, IL 60606

Policy No: BUA 7011433078

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C. Fellow Employee

Section II, Paragraph B.5 does not apply.

Such coverage as is afforded by this provision C. is excess over any other collectible insurance.

II. PHYSICAL DAMAGE COVERAGE
A. Glass Breakage – Hitting A Bird Or Animal – Falling Objects Or Missiles

The following is added to **Section III, Paragraph A.3.:**

With respect to any covered **auto**, any deductible shown in the Declarations will not apply to glass breakage if such glass is repaired, in a manner acceptable to us, rather than replaced.

B. Transportation Expenses

Section III, Paragraph A.4.a. is revised, with respect to transportation expense incurred by you, to provide:

- a. \$60 per day, in lieu of \$20; subject to
- b. \$1,800 maximum, in lieu of \$600.

C. Loss of Use Expenses

Section III, Paragraph A.4.b. is revised, with respect to loss of use expenses incurred by you, to provide:

- a. \$1,000 maximum, in lieu of \$600.

D. Hired "Autos"

The following is added to **Section III. Paragraph A.:**

5. Hired "Autos"

If Physical Damage coverage is provided under this policy, and such coverage does not extend to Hired Autos, then Physical Damage coverage is extended to:

- a. Any covered **auto** you lease, hire, rent or borrow without a driver; and
- b. Any covered **auto** hired or rented by your **employee** without a driver, under a contract in that individual **employee's** name, with your permission, while performing duties related to the conduct of your business.
- c. The most we will pay for any one **accident** or **loss** is the actual cash value, cost of repair, cost of replacement or \$75,000, whichever is less, minus a \$500 deductible for each covered auto. No deductible applies to **loss** caused by fire or lightning.
- d. The physical damage coverage as is provided by this provision is equal to the physical damage coverage(s) provided on your owned **autos**.
- e. Such physical damage coverage for hired **autos** will:
 - (1) Include loss of use, provided it is the consequence of an **accident** for which the Named Insured is legally liable, and as a result of which a monetary loss is sustained by the leasing or rental concern.
 - (2) Such coverage as is provided by this provision will be subject to a limit of \$750 per **accident**.

E. Airbag Coverage

The following is added to **Section III, Paragraph B.3.:**

The accidental discharge of an airbag shall not be considered mechanical breakdown.

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Endorsement Expiration Date:

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60606

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Business Auto Policy Policy Endorsement

F. Electronic Equipment

Section III, Paragraphs B.4.c and B.4.d. are deleted and replaced by the following:

- c. Physical Damage Coverage on a covered **auto** also applies to **loss** to any permanently installed electronic equipment including its antennas and other accessories
- d. A \$100 per occurrence deductible applies to the coverage provided by this provision.

G. Diminution In Value

The following is added to **Section III, Paragraph B.6.:**

Subject to the following, the **diminution in value** exclusion does not apply to:

- a. Any covered **auto** of the private passenger type you lease, hire, rent or borrow, without a driver for a period of 30 days or less, while performing duties related to the conduct of your business; and
- b. Any covered **auto** of the private passenger type hired or rented by your **employee** without a driver for a period of 30 days or less, under a contract in that individual **employee's** name, with your permission, while performing duties related to the conduct of your business.
- c. Such coverage as is provided by this provision is limited to a **diminution in value** loss arising directly out of accidental damage and not as a result of the failure to make repairs; faulty or incomplete maintenance or repairs; or the installation of substandard parts.
- d. The most we will pay for **loss** to a covered **auto** in any one accident is the lesser of:
 - (1) \$5,000; or
 - (2) 20% of the **auto's** actual cash value (ACV).

III. Drive Other Car Coverage – Executive Officers

The following is added to **Sections II and III:**

- 1. Any **auto** you don't own, hire or borrow is a covered **auto** for Liability Coverage while being used by, and for Physical Damage Coverage while in the care, custody or control of, any of your "executive officers", except:
 - a. An **auto** owned by that "executive officer" or a member of that person's household; or
 - b. An **auto** used by that "executive officer" while working in a business of selling, servicing, repairing or parking **autos**.

Such Liability and/or Physical Damage Coverage as is afforded by this provision.

- (1) Equal to the greatest of those coverages afforded any covered **auto**; and
- (2) Excess over any other collectible insurance.

- 2. For purposes of this provision, "executive officer" means a person holding any of the officer positions created by your charter, constitution, by-laws or any other similar governing document, and, while a resident of the same household, includes that person's spouse.

Such "executive officers" are **insureds** while using a covered **auto** described in this provision.

IV. BUSINESS AUTO CONDITIONS

A. Duties In The Event Of Accident, Claim, Suit Or Loss

The following is added to **Section IV, Paragraph A.2.a.:**

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Underwriting Company: National Fire Insurance Company of Hartford, 151 N Franklin St, Chicago, IL

60606

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Business Auto Policy Policy Endorsement

- (4) Your **employees** may know of an **accident** or **loss**. This will not mean that you have such knowledge, unless such **accident** or **loss** is known to you or if you are not an individual, to any of your executive officers or partners or your insurance manager.

The following is added to **Section IV, Paragraph A.2.b.:**

- (6) Your **employees** may know of documents received concerning a claim or **suit**. This will not mean that you have such knowledge, unless receipt of such documents is known to you or if you are not an individual, to any of your executive officers or partners or your insurance manager.

B. Transfer Of Rights Of Recovery Against Others To Us

The following is added to **Section IV, Paragraph A.5. Transfer Of Rights Of Recovery Against Others To Us:**

We waive any right of recovery we may have, because of payments we make for injury or damage, against any person or organization for whom or which you are required by written contract or agreement to obtain this waiver from us.

This injury or damage must arise out of your activities under a contract with that person or organization.

You must agree to that requirement prior to an **accident** or **loss**.

C. Concealment, Misrepresentation or Fraud

The following is added to **Section IV, Paragraph B.2.:**

Your failure to disclose all hazards existing on the date of inception of this Coverage Form shall not prejudice you with respect to the coverage afforded provided such failure or omission is not intentional.

D. Other Insurance

The following is added to **Section IV, Paragraph B.5.:**

Regardless of the provisions of Paragraphs **5.a.** and **5.d.** above, the coverage provided by this policy shall be on a primary non-contributory basis. This provision is applicable only when required by a written contract.

That written contract must have been entered into prior to **Accident** or **Loss**.

E. Policy Period, Coverage Territory

Section IV, Paragraph B. 7.(5).(a). is revised to provide:

- a. 45 days of coverage in lieu of 30 days.

V. DEFINITIONS

Section V. paragraph C. is deleted and replaced by the following:

Bodily injury means bodily injury, sickness or disease sustained by a person, including mental anguish, mental injury or death resulting from any of these.

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Endorsement Expiration Date:

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Underwriting Company: National Fire Insurance Company of Hartford, 151 N Franklin St, Chicago, IL

60606

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SCHEDULE E
KEY PERSONNEL

(ATTACHED HERETO AND INCORPORATED HEREIN)



KEY PERSONNEL MATRIX

RESPONDENT STAFF	RACHAEL BERTHIAUME, P.E., LEED AP	
Years With Current Firm	25	
Years in Environmental Industry	26	
	YES	NO
Experience in Category A	X	
Experience in Category B	X	
Experience in Category C	X	
10 Years Experience in IEPA SRP Project Management	X	
7 Years Experience in Managing Leaking Underground Storage Tanks in Illinois	X	
Owners Representative Services Experience	X	
Environmental Grant Administration Experience	X	
QA/QC Technical Review	X	

RESPONDENT STAFF	BRENDAN FARNHAM, EIT	
Years With Current Firm	5	
Years in Environmental Industry	8	
	YES	NO
Experience in Category A	X	
Experience in Category B	X	
Experience in Category C	X	
10 Years Experience in IEPA SRP Project Management		X
7 Years Experience in Managing Leaking Underground Storage Tanks in Illinois		X
Owners Representative Services Experience	X	
Environmental Grant Administration Experience		X
QA/QC Technical Review	X	

RESPONDENT STAFF	VALERIE HOFMANN	
Years With Current Firm	6	
Years in Environmental Industry	18	
	YES	NO
Experience in Category A	X	
Experience in Category B	X	
Experience in Category C	X	
10 Years Experience in IEPA SRP Project Management		X
7 Years Experience in Managing Leaking Underground Storage Tanks in Illinois		X
Owners Representative Services Experience	X	
Environmental Grant Administration Experience		X
QA/QC Technical Review	X	



KEY PERSONNEL MATRIX

RESPONDENT STAFF	KEITH OSWALD, P.E.	
Years With Current Firm	32	
Years in Environmental Industry	32	
	YES	NO
Experience in Category A	X	
Experience in Category B	X	
Experience in Category C	X	
10 Years Experience in IEPA SRP Project Management	X	
7 Years Experience in Managing Leaking Underground Storage Tanks in Illinois	X	
Owners Representative Services Experience	X	
Environmental Grant Administration Experience	X	
QA/QC Technical Review	X	

RESPONDENT STAFF	NICK SZYMANSKI	
Years With Current Firm	4	
Years in Environmental Industry	8	
	YES	NO
Experience in Category A	X	
Experience in Category B	X	
Experience in Category C	X	
10 Years Experience in IEPA SRP Project Management		X
7 Years Experience in Managing Leaking Underground Storage Tanks in Illinois		X
Owners Representative Services Experience	X	
Environmental Grant Administration Experience		X
QA/QC Technical Review	X	

RESPONDENT STAFF	KRISTINE WRIGHT	
Years With Current Firm	19	
Years in Environmental Industry	19	
	YES	NO
Experience in Category A	X	
Experience in Category B	X	
Experience in Category C	X	
10 Years Experience in IEPA SRP Project Management		X
7 Years Experience in Managing Leaking Underground Storage Tanks in Illinois		X
Owners Representative Services Experience	X	
Environmental Grant Administration Experience		X
QA/QC Technical Review	X	

RACHAEL BERTHIAUME, P.E., LEED AP® BD+C

PROJECT MANAGER



Rachael is a Project Manager with consulting, project management and technical experience in environmental engineering and hydrogeology. She directs field investigations to characterize environmental site conditions, develops risk-based remediation objectives, designs cleanup strategies and remediation programs and also prepares soil management plans and waste acceptance. Rachael's primary expertise is providing practical environmental solutions that support urban renewal and sustainable land use.



YEARS OF EXPERIENCE

V3: 25 | Total: 26



EDUCATION

Master of Geoenvironmental Engineering, Illinois Institute of Technology

Bachelor of Science, Civil Engineering, University of Illinois



CONTINUING EDUCATION

OSHA 40-Hour HAZWOPER

Sustainable Development & Green Technologies

Chemistry for Environmental Professionals



REGISTRATIONS

Professional Engineer: Illinois, #062-056601, 2003

Leadership in Energy & Environmental Design (LEED) Accredited Professional (AP) with a Building Design & Construction Specialty (BD+C), 2008



ASSOCIATIONS

American Society of Civil Engineers
Environmental & Water Resources Institute

United States Green Building Council
Commercial Real Estate for Executive Women



OFFICES HELD

ASCE – Illinois: Director, 2016-2018

EWRI – Chicago: Officer, 2012-2016

Albany Park Branch Library Environmental Assessment & Remediation, Public Building Commission of Chicago – Chicago, Illinois

Illinois | Environmental Project Manager for existing library and adjoining property under redevelopment by the Public Building Commission of Chicago for new LEED Certified Gold library facility. Rachael coordinated Phase II fieldwork and geophysical investigations, analyzed site conditions, performed statistical data evaluations and site-specific Tier 2 remediation objectives as well as prepared associated SRP reports. She also developed remediation and soil management plans, lead regulatory negotiations with IEPA and reviewed construction specifications and design plans for soil management and remediation needs.

Environmental Assessment 366 W. Superior, City of Chicago Department of Fleet & Facility Management – Chicago, Illinois

Illinois | Site Project Engineer/Manager for existing parking structure. Rachael evaluated site history, created sampling plan and coordinated subcontractors to perform a Phase II environmental site assessment. She also analyzed site conditions under TACO and developed remediation cost estimates.

Chicago Steel Manufacturing Facility Reuse, A. Finkl & Sons Co. – Chicago, Illinois

Illinois | Project Engineer for the environmental assessment, remediation and regulatory closure of steel plant properties slated for reuse. V3 assisted with environmental reuse evaluations and remediation at A. Finkl & Sons Co. new Southside plant location, including environmental site characterization, cleanup and obtaining no further remediation letters for two legacy industrial properties that would house the bulk of the new steel operations. Rachael performed engineered barrier evaluations and assisted with the preparation of remediation scope and closure strategies for potential multiple SRP enrollments involved with future redevelopment for multi-use scenarios.

Calumet Area Ecological Management Strategy, City of Chicago Department of Environment – Chicago, Illinois

Illinois | Project Engineer evaluating soil data for human health and animal risks under TACO, ecotox and site-specific values. Rachael created construction documents and specifications for restoration and remediation for Big Marsh Natural Area Restoration and Van Vliissingen Prairie Restoration.



Calumet Area Hydrologic Master Plan, City of Chicago Department of Environment – Chicago, Illinois

Project Engineer for obtaining and evaluating hydrologic and water quality data for the Lake Calumet Area Ecological Management Strategy. Project included high order geodetic control, ground truthing of LIDAR topographic mapping as well as collection of survey, hydrologic and hydraulic data required for watershed models, preliminary design of water control structures for management of the area's sensitive ecological habitats and threatened and endangered species. Rachael performed quality control of post-processing and analyzed water level and water quality data.

Franklin Park Central Downtown Mixed-Use Redevelopment, Village of Franklin Park – Franklin Park, Illinois

Project Manager and Project Engineer for redevelopment of a two-block area. V3 performed Phase I investigations, and Phase II field work for the remedial action of solvent and petroleum impacted soils resulting from a historic dry-cleaning operation and heating oil underground storage tanks. A 'Contained-Out' determination under RCRA guidance was obtained to allow the de-listing of listed hazardous soils to non-hazardous saving the Village more than \$130,000 in cleanup costs. Rachael coordinated and performed remedial actions, analyzed site conditions, prepared reports and administered IEPA Brownfield Assessment Grant and USEPA Brownfield Cleanup Grant.

Brownfields & Urban Redevelopment | Project Manager for environmental strategies that achieve redevelopment objectives while minimizing cleanup costs and future liabilities. Rachael is responsible for the risk-based analysis of data for site characterization and remediation and processes sites through state and federal cleanup programs. She has significant experience managing IEPA and USEPA grant projects for public clients, including budget management, quarterly status reports, IEPA and USEPA brownfield grant site eligibility determinations, QAPPs, and USEPA ACRES project database development and updates. Representative transactions include:

- *City of Belvidere – Downtown Kishwaukee River Redevelopment Area*
- *Village of Franklin Park – Franklin Park Central Downtown Mixed-Use Redevelopment*
- *Village of Romeoville – Uptown Square Redevelopment Environmental Assessment & Remediation*
- *City of Blue Island – Landfill and Industrial Reuse*
- *City of Warrenville – Warrenville CCRS #1 Residential Conversion from Industrial*
- *Barrington Park District – Legacy Manufacturing to Citizens Park*
- *City of Sterling – Northwestern Steel & Wire 700-acre Remediation and Reuse*
- *Winnebago County and City of South Beloit – Rock River Parkway Conversion of Legacy Industrial Site*
- *Chicago Park District – Van Vliissingen Prairie Ecological Reuse*

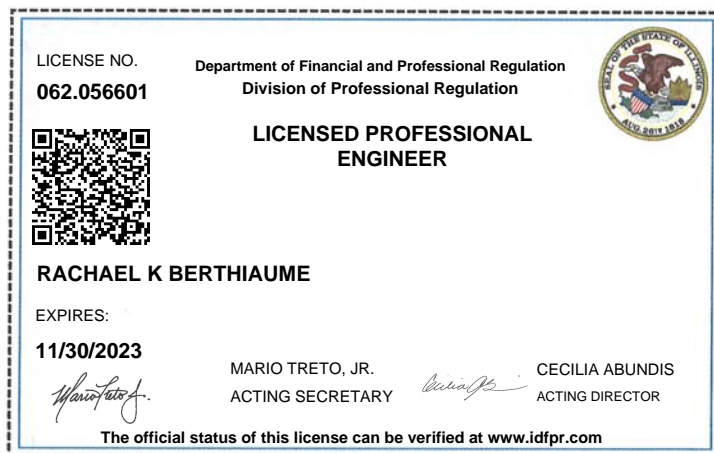
Site Characterization, Risk Assessment & Remediation | Project Manager and Project Engineer for the development, coordination and performance of environmental site investigations as well as human health and eco-toxicological risk assessment, remedial design and implementation as well as site closure under state and federal regulatory programs. Rachael is responsible for analyzing and modeling data for evaluating risks related to environmental impact. She develops remediation plans and programs to address environmental concerns and also supervises remedial actions and site closures.

- *City of Belvidere – Downtown Kishwaukee River Redevelopment Area*
- *Village of Franklin Park – Franklin Park Central Downtown Mixed-Use Redevelopment*
- *Village of Romeoville – Uptown Square Redevelopment Environmental Assessment & Remediation*
- *City of Blue Island – Landfill and Industrial Reuse*
- *City of Warrenville – Warrenville CCRS #1 Residential Conversion from Industrial*
- *Barrington Park District – Legacy Manufacturing to Citizens Park*
- *City of Sterling – Northwestern Steel & Wire 700-acre Remediation and Reuse*
- *Winnebago County and City of South Beloit – Rock River Parkway Conversion of Legacy Industrial Site*
- *Chicago Park District – Van Vliissingen Prairie Ecological Reuse*



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For future reference, IDFPR is now providing each person/business a unique identification number, 'Access ID', which may be used in lieu of a social security number, date of birth or FEIN number when contacting the IDFPR. Your Access ID is: 954633



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Brendan is an Environmental Engineer with experience in Phase I and II environmental site assessments, environmental characterization and risk-based analysis of project sites, development and implementation of site remediation strategies and regulatory reporting for voluntary program closures. Brendan also has experience in regulatory compliance including NPDES permitting, CCDD fill site permitting, RCRA, emergency planning and community right-to-know and spill prevention, control and countermeasure plan development.

YEARS OF EXPERIENCE

V3: 5 | Total: 8

EDUCATION

Bachelors of Science, Civil Engineering (Environmental Emphasis), Bradley University

CONTINUING EDUCATION

OSHA 40-Hour

Seiler 16-Hour AutoCAD Training

ArcGIS

REGISTRATIONS

Engineer-in-Training: Illinois, #061-037663, 2013

ASSOCIATIONS

Illinois Association of Environmental Professionals

Air & Waste Management Association

PRESENTATIONS

Illinois Association of Environmental Professionals: Student Career Seminar, Professional Development Panel Speaker, 2016

Coonley Elementary School Excavation Oversight, Public Building Commission of Chicago (PBC) – Chicago, Illinois

Civil Engineer during construction done to Coonley Elementary. Brendan provided oversight of the removal and importation of all soil and stone, screening the soil using a PID meter, and tracking all related data and was responsible for writing weekly reports to PBC.*

Park 578, Remedial Action Completion Report, Chicago Park District (CPD) – Chicago, Illinois

Civil Engineer for site remediation of a former Chicago Housing Authority parcel into a park. Brendan provided remedial oversight for soil excavation, stockpiling and backfilling activities to ensure compliance with the soil management plan and remedial action plan. He prepared the remedial action completion report in order to obtain a no further remediation letter.*

Humboldt Park Swimming Beach Path, AECOM & Chicago Park District – Chicago, Illinois

Civil Engineer for a site inspection to assess the surface conditions of the asphalt path and note any deficiencies. Brendan wrote an assessment report summarizing the condition and deficiencies of the path and produced cost estimates for various solutions to fixing the path.*

Industrial Growth Zone Project, Department of Fleet and Facility Management, City of Chicago – Chicago, Illinois

Assistant Project Manager for an economic development program aimed at increasing manufacturing jobs in five different industrial corridors located in the City. The program provides companies and developers with a package of information on properties with the intent to inform buyers, build confidence and decrease development time. Brendan developed a site certification report for the properties, assisted in developing a GIS layer that is in live KML feed format, reviewed previous historical documentation and environmental assessments and recorded and tracked the progress of each property enrolled in the project.*

Union Station Transit Center, Department of Fleet & Facility Management & City of Chicago – Chicago, Illinois

Civil Engineer for this site which had a significant environmental history and required remediation in support of redevelopment into an off-street bus terminal. Brendan provided remedial oversight for soil excavation, stockpiling and backfilling activities to ensure compliance with the soil management plan and remedial action plan. He also performed groundwater flow and contaminant fate, transport modeling and prepared the remedial action completion report to obtain a no further remediation letter for the site.*



Lincoln Yards South Remediation & Site Preparation, Sterling Bay – Chicago, Illinois | Environmental Engineer for remediation and regulatory closure of more than 25-acres of assembled land along the north branch of the Chicago River planned for future mixed-use redevelopment. Brendan was responsible for field investigations and remediation activities including environmental sampling as well as overseeing the thermal resistant heating of soils impacted with hazardous concentrations of chlorinated solvents. He also developed Tier 2, site-specific remediation objectives and performed fate and transport modeling of soil and groundwater contaminant migration.

Lincoln Yards North Site Preparation & Cleanup, Sterling Bay – Chicago, Illinois | Environmental Engineer for the environmental assessment, remediation and regulatory closure of more 30 acres of assembled land planned for future redevelopment. The land sites include the Former A. Finkl & Sons Co. steel mill, former Lakin General Corporation facility and a former Sims Metal Management scrap metal recycling facility. Brendan was responsible for developing sampling plans, analytical data evaluation, fate and transport modeling, remedial oversight and reporting for closure in the site remediation program.

O'Hare International Airport Runway 10R-28L Rehabilitation, exp US Services, Inc. – Chicago, Illinois | Civil Engineer for performing in-depth field investigations to assess the condition of the runway and taxiways and to note any deficiencies identified. Brendan was responsible for reviewing submittals for the 10R-28L rehabilitation project and providing input, if necessary.*

Crawford Generating Station, 39 North LLC – Chicago, Illinois | Environmental Engineer for environmental assessment, remediation and regulatory closure of a 70-acre, former coal-fired power plant for future redevelopment. Brendan developed sampling and analysis plans, coordinated and conducted investigative field work and remediation oversight, and helped draft the comprehensive site investigation report, remedial objectives report, and remedial action plan. He also developed Tier 2, site-specific remediation objectives and performed fate and transport modeling of soil and groundwater contaminant migration.

American Airlines Glycol Facility Spill Prevention, Control & Countermeasure Plan (SPCC), Milhouse – Chicago, Illinois | Civil Engineer who created an SPCC Plan for a newly constructed American Airlines facility located in O'Hare International Airport. Brendan's responsibilities included performing site visits to verify storage tank locations and spill prevention measures, creating an SPCC plan that follows and abides by the EPA's SPCC guidelines and regulations, and giving recommendations to ensure that the facility meets the EPA SPCC requirements.*

O'Hare Taxiway Construction & Reconfiguration, Department of Aviation – Chicago, Illinois | Civil Engineer responsible for reviewing submittals and providing input on revisions, if necessary. Project involved construction of new taxiways and reconfiguration of existing taxiways, service roads and associated infields in the southeast airfield. The improvements required a detailed drainage plan to divert stormwater into a proposed drainage system that ties into the existing trunk sewer.*

O'Hare International Airport Modernization Program Spill Prevention, Control & Countermeasure Plan (SPCC), Landrum & Brown & City of Chicago Department of Aviation – Chicago, Illinois | Civil Engineer who rewrote and updated the SPCC Plan for O'Hare International Airport. Brendan reviewed changes in regulations from various state and federal agencies and updated the SPCC Plan accordingly. He implemented geospatial data collection and created templates in Trimble TerraFlex for field workers to remotely collect data while at the airport.*

Substation & Transmission Lines Environmental Investigation, Health & Safety Oversight, Confidential Utility Client – Chicago Area, Illinois | Civil Engineer for conducting environmental soil sampling and geotechnical/environmental subsurface investigations at several energized substations along transmission lines slated to be upgraded and/or replaced. Safety was a major concern at energized substations, and hydraulic drill rigs are often used to take geotechnical/environmental samples. Brendan performed health and safety oversight, reviewed underground utility plans. Coordinated with utility locate services and gave safety briefings to all the crews performing work on the subsurface investigations.*

O'Hare International Airport Modernization Program Phase I & II Environmental Site Assessments (ESA), Chicago Department of Aviation – Chicago, Illinois | Civil Engineer for Phase I and II ESA reports for the O'Hare Modernization Project. Duties included reviewing historical usage of property, analyzing soil sample data, creating soil boring logs, performing risk modeling, performing groundwater pollution modeling and completing ESA reports for the CDA.*



Valerie is a Project Scientist with experience in providing environmental consulting services in Phase I and II site assessments, remediation and compliance-related tasks. She specializes in Phase I site assessments, Phase II site assessments, underground storage tank removal and remediation, drinking water quality evaluation, Emergency Planning and Community Right-to-Know Act compliance, Superfund Amendments and Reauthorization Act and indoor air quality evaluations at facilities. Valerie is also V3's expert for sampling drinking water contaminants and ensuring compliance with the US EPA's primary drinking water standards.



YEARS OF EXPERIENCE

V3: 6 | Total: 18



EDUCATION

Bachelor of Science in Natural Resources and Environmental Science, University of Illinois Urbana-Champaign



REGISTRATIONS

Certified Hazardous Materials Manager: #17334



CONTINUING EDUCATION

OSHA HAZWOPER 8-Hour Refresher
EPCRA 311 & 312 Compliance
Remediation of Complex Sites
ASTM Phase I Practice E-1527 Update
Vapor Intrusion
Per- & Polyfluoroalkyl Substances
Stormwater Trends & Issues

Crawford Generating Station, 39

North LLC – Chicago, Illinois | Project Scientist providing Phase I preliminary environmental services for a 70-acre, former coal-fired power plant located on the north side of the Chicago Sanitary and Ship Canal. Valerie identified potential environmental concerns from historical onsite operations and from surrounding sites that assisted in the identification of soil and groundwater contamination. Based on the thoroughness of the due diligence efforts from the Phase I ESA, several site investigations were conducted and impact to soil and groundwater has been remediated.

143rd Street Phase I Study, Will County Division of Transportation

– *Homer Glen, Illinois* | Project Scientist providing Phase I preliminary engineering services for the reconstruction of approximately 3.5 miles of 143rd Street from a two-lane rural facility to a four-lane urban facility with a continuous mountable median. Project included the preparation of a project development report, alternate geometrics studies, crash studies, wetland delineation and assessment, a location drainage study, environmental coordination, public involvement and the preparation of hydraulic studies. Valerie evaluated potential environmental concerns from offsite sources by reviewing historical and current uses of surrounding sites.

Tier II Reporting, OSI – Various

Locations | Project Scientist for compliance reporting pertaining to Tier II regulatory requirements at multiple sites. V3 conducts an onsite materials inventory and complies the information into reports and exhibits which are submitted to the appropriate regulatory agencies.

Forest Boulevard Improvements Phase I Study, Cook County Division of Transportation – Park Forest, Illinois

| Project Scientist providing Phase I preliminary engineering services for this one-mile roadway reconstruction along Forest Boulevard. Project include full curb replacement, sidewalk improvements, new bike lanes, new street parking and traffic control improvements. Valerie evaluated potential environmental concerns from offsite sources by reviewing historical and current uses of surrounding sites that may impact construction and redevelopment activities.



Theodore Street Corridor

Improvements, City of Joliet – Joliet, Illinois | Project Scientist for the Phase I engineering of the one-mile roadway widening. Currently this segment of roadway experiences a number of crashes due to the lack of a center turn lane. The project will add a center turn lane as well as two additional traffic signals along the corridor. Phase I engineering is utilizing motor fuel tax funds and the City will apply for future construction funding once the Phase I is complete. Valerie evaluated potential environmental concerns from offsite sources by reviewing historical and current uses of surrounding sites that may impact construction and redevelopment activities.

Emergency Planning & Community Right-to-Know Act Compliance

Projects – Illinois, Iowa, Utah, | Project Scientist providing Phase I ESA non-scope environmental, health and safety services. Valerie conducts site visits and chemical inventories to complete Section 302 Notices, Section 311 and Section 312 as well as TRI in accordance to the Emergency Planning and Community Right-to-Know Act. She has provided compliance services at industrial facilities in various states in the Midwest region as well as multi-site portfolios.

Various Phase II & III Environmental Site Assessments – Illinois

| Project Scientist assisting with redevelopment of properties that have multiple environmental issues. Valerie performs subsurface investigations involving the collection of soil and groundwater to evaluate contaminated sites for property transactions, redevelopment and remediation.

Environmental Site Assessments for Property Transactions – Illinois, Indiana, Iowa, Minnesota, Nebraska, Wisconsin

| Project Scientist responsible for performing more than 100 Phase I Environmental Site Assessments in accordance to the ASTM E 1527-13 Standard. Valerie qualifies as an Environmental Professional per the federal All Appropriate Inquiry rule (40 CFR Part 312.10(b)) and is responsible for all aspects of Phase I investigations. She has performed site assessments on properties ranging from agricultural farmland, commercial, educational, city-owned, industrial, and manufacturing facilities in various states in the Midwest region as well as multi-site portfolio transactions and local municipal DOTs. Representative clients include:

- McDonalds USA
- BMO Harris Bank
- Sears Holdings Management Corp.
- Molto Properties, LLC
- Central Steel & Wire Company
- Sterling Bay
- Ryan Companies
- Metropolitan Water Reclamation District

- Ozinga Brothers, Inc.
- John Hancock Real Estate
- Joliet Township School District 204
- University of Illinois at Chicago
- Rush University Medical Center
- North Palos School District 117
- South Chicago Packing
- Jones Lang LaSalle

Emergency Planning & Community Right-to-Know Act Compliance

Projects – Midwest Region | Project Scientist providing environmental, health and safety services. Valerie conducts site visits and chemical inventories in addition to completing Tier I, Tier II and Section 302 Notices for Emergency Planning & Community Right-to-Know Act compliance. She has provided compliance services at industrial facilities in various states in the Midwest region, as well as multi-site portfolios, including OSI Industries LLC and Nation Pizza.

Leaking Underground Storage Tanks

– Illinois | Project Scientist assisting with remediation of contaminated soil and groundwater from leaking underground storage tanks at residential, commercial and industrial facilities. Responsibilities include oversight of underground storage tank removal, remediation of impacted soils and groundwater from leaking underground storage tank. Valerie interfaces with regulatory agencies on a local and state level for tank removal and closure of leaking underground storage tank incidents.*

Drinking Water Sampling – Illinois

| Project Scientist providing drinking water quality evaluations for non-compliance and compliance purposes. Valerie samples for various contaminants in drinking water and compares results to the US EPA's primary drinking water standards which define legally enforceable contaminate levels allowed in drinking water. Valerie assists clients with problem solving techniques, interfaces with regulatory agencies on a local, county and state level and conducts drinking water sampling for schools, commercial facilities and industrial facilities.*

Indoor Air Sampling – Illinois

| Project Scientist providing indoor air quality services in accordance to the American Society of Heating, Refrigerating and Air-Conditioning Engineers standard. Valerie identifies contamination sources that may affect indoor air quality, assesses heating and air conditioning systems and evaluates occupant comfort factors, including temperature, humidity, carbon dioxide and carbon monoxide. She also assists clients with problem solving techniques to improve the indoor air quality for building occupants.*



Keith is the Technical Director of V3's geo-environmental practice area. His expertise is in civil and environmental engineering, hydrogeology and natural resource management. Keith's professional focus is resolving complex issues related to the environmental impairment of land and water, land use, reuse and natural resources. As a trusted advisor to public and private sector clients, Keith develops innovative, practical and cost-effective solutions for challenging environmental issues. Keith has a strong understanding of applicable regulations and policy, maintains productive relationships with the regulatory community, and leads multi-disciplinary project teams.



YEARS OF EXPERIENCE

V3: 32 | Total: 32



EDUCATION

Master of Business Administration
(Post-Graduate Coursework), Keller
Graduate School of Management

Master of Science, Earth Science
(Post-Graduate Coursework),
Northeastern Illinois University

Bachelor of Science, Civil &
Environmental Engineering, University
of Wisconsin



CONTINUING EDUCATION

Environmental Assessment, Risk
Assessment, Remediation &
Brownfield Redevelopment (Various)

Water Quality & Emerging
Contaminants of Concern (Various)
Fundamentals of Urban Real Estate



REGISTRATIONS

Professional Engineer: Illinois,
#062-050937, 1996



ASSOCIATIONS

Urban Land Institute

Environmental Due Diligence | Principal Consultant and Project Manager for more than 1,000 environmental site assessments supporting remediation, redevelopment, real estate transfer, mergers and acquisitions and transportation projects. As a trusted advisor, Keith outlines liabilities, financial risks and risk management alternatives, supports negotiation of purchase and sale agreements, and communicates solutions to lenders and investors. His experience includes Phase I and Phase II environmental site assessments, remedial cost estimation, desktop evaluations and document reviews. Keith directs investigation programs of soil, sediments, wastes, soil gas and groundwater, as well as asbestos-containing materials, lead-based paint, PCBs, universal wastes and indoor air-quality/vapor intrusion risks. Representative transactions include:

- *Sterling Bay – Various redevelopments*
- *Hudson Advisors – Lincoln Yards redevelopment*
- *J.P. Morgan Asset Management – Lincoln Yards Redevelopment*
- *First Industrial Realty Trust – Industrial*
- *US Bancorp – JV investment remediation oversight*
- *Atlas Oil – Service station portfolios*
- *McDonalds USA – Midwest locations*
- *Kensington Development Partners – Various redevelopment*
- *BMO Harris Bank – Distressed assets disposition*
- *A. Finkl & Sons – Steel mill acquisitions*
- *Lincoln Property Company – Various residential infill*
- *Molto Properties – Various industrial/redevelopment*
- *Ryan Companies US – Various commercial infill/redevelopment*

Brownfields & Urban Redevelopment | Principal Consultant for environmental strategies that achieve reuse objectives and minimize cleanup costs and future liabilities. Keith's expertise includes positioning properties for redevelopment, designing innovative risk assessments and implementing remediation programs. Keith negotiates cleanup plans and processes sites through state and federal cleanup programs. He has more than a decade of experience working on brownfield grant projects under state and USEPA programs. Representative brownfields programs include:

- *City of Blue Island – 90-acre landfill and industrial redevelopment*
- *Barrington Park District – Legacy manufacturing to Citizens Park*
- *City of Sterling – Northwestern Steel & Wire 700-acre remediation and reuse*
- *Chicago Park District – Marian R. Byrnes Park industrial and ecological reuse*
- *County of Winnebago / City of South Beloit – Heavy industrial conversion to commercial and recreational*



Lincoln Yards Site Preparation & Cleanup, Sterling Bay – Chicago, Illinois | Project Principal and Senior Consultant for the environmental assessment, remediation and regulatory closure of this 53-acre redevelopment along the North Branch of the Chicago River. The site includes the former Finkl Steel mill, Lakin General Corporation and Sims Metal Management scrap metal recycling facilities, the former Illinois Steel North Works land and numerous metals recovery and scrap metal yards. Keith is responsible for land acquisition environmental due diligence and processing voluntary Site Remediation Program enrolled properties. In addition, Keith provides solutions that satisfy redevelopment objectives including master planning input, direction of V3 project teams, schedule and budget management, developing remedial strategies, negotiating cleanup plans with the IEPA and USEPA and overall project reporting.

Sims Metal Management, Sterling Bay – Chicago, Illinois | Project Principal and Senior Consultant for the environmental assessment, remediation and regulatory closure of a five-acre former scrap metal recycling site located along the North Branch of the Chicago River. Environmental conditions included leaking petroleum underground storage tanks, bailer hydraulic oil releases, TSCA PCBs, PNAs and various heavy metals. Keith was responsible for remedial strategies, approval and negotiation of cleanup plans with IEPA and USEPA.

Environmental Site Assessments for Public Improvement Projects | Principal Consultant and Project Manager for transportation and infrastructure investigations including special waste assessments (SWAs), preliminary environmental site assessments (PESAs) and preliminary site investigations (PSIs), in accordance with IDOT requirements and uncontaminated soil certification investigations in accordance with 35 IAC Part 1100 (CCDD) requirements. Keith directs soil and groundwater investigation programs and provides waste classification, waste management and construction worker health and safety guidance. Representative transportation, infrastructure environmental assessments and consultation include:

- *IDOT, District 1 – Special waste contract manager and special assignments*
- *Illinois Tollway, Tri-State Tollway (I-294) – Special waste investigations*
- *DuPage County, 75th Street, Adams to Plainfield Roadway Improvements – SWA/PESA/PSI*
- *Village of Bensenville, Green Street and York Road Watermain Replacement – PSI/CCDD*
- *Village of Orland Park, 143rd & LaGrange Improvements – Owner's environmental representation and oversight, LUST and CCDD*
- *Village of Glenview, Greenwood & Glenview Road Improvements – Owner's environmental representation and oversight*
- *METRA/UPRR North Line – Environmental review and baseline investigation*
- *City of Chicago Water & Sewer Rehabilitation – Environmental investigations and CCDD*

Risk Assessment, Remediation & Site Closure | Project Manager for state leaking underground storage tank and voluntary cleanup programs, and federal toxic substance cleanup act/PCBs and Resource Conservation and Recovery Act (RCRA) hazardous wastes. Keith applies RCRA area of contamination and contained-in policy to beneficially manage remediation wastes. His expertise includes contaminant fate and transport modeling, risk assessment using risk based corrective action, soil screening levels and J&E models, and ecological risk assessment programs. Keith specializes in the suitability and selection of soil and groundwater remediation technologies. His remediation projects have included geosynthetics, earthen barriers, SVE/IAS, steam injection and recovery, bioremediation, in situ chemical oxidation, enhanced natural attenuation, soil stabilization, electrical resistance heating and removal and disposal.

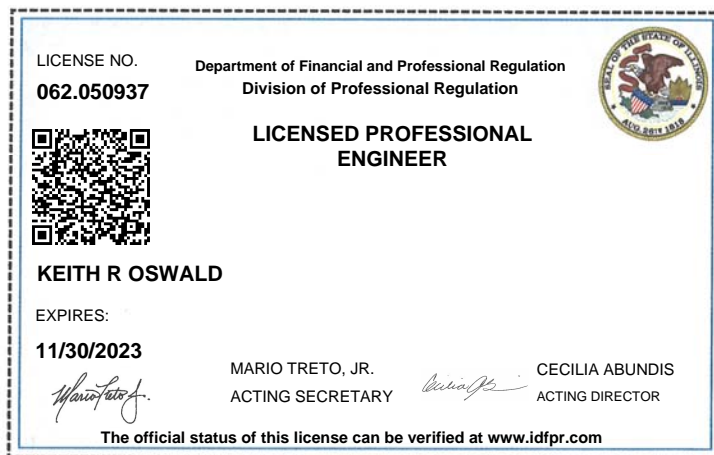
Lincoln Yards South Air Monitoring, Sterling Bay – Chicago, Illinois | Principal Consultant responsible for managing third-party air monitoring during demolition activities. V3 established and monitors a network of fence line air sensors and works closely with the contractors to alert them of potential air quality issues generated by onsite activities. Additionally, the V3 team is developing a project record that demonstrates effective dust suppression and project controls during demolition activities.

Calumet Area Hydrologic Master Plan, City of Chicago Department of Environment – Chicago, Illinois | Team Leader for hydrologic and water quality data for the Lake Calumet Area Ecological Management Strategy. Project included high order geodetic control, ground truthing of LIDAR topographic mapping as well as collection of survey, hydrologic and hydraulic data required for watershed models, preliminary design of water control structures for management of the area's sensitive ecological habitats and threatened and endangered species. Keith provided coordination with hydrologists, engineers, land surveyors, GIS specialists, drill crews, the City, Illinois State Geological and Water Surveys, IEPA, IDNR, and USEPA.



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For future reference, IDFPR is now providing each person/business a unique identification number, 'Access ID', which may be used in lieu of a social security number, date of birth or FEIN number when contacting the IDFPR. Your Access ID is: 949134



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NICHOLAS SZYMANSKI

ENVIRONMENTAL GEOLOGIST



Nick is an Environmental Scientist with experience in investigations and oversight of environmental assessments and remediations. He is capable of anticipating, identifying and assessing potential hazards as well as proposing solutions to reduce environmental impacts. Nick implements programs which promote cleaner and more efficient processes for remediation. He is familiar with the IEPA site remediation program and has successfully completed dozens of projects in the Chicago metropolitan area.



YEARS OF EXPERIENCE

V3: 4 | Total: 8



EDUCATION

Bachelor of Science, Earth & Environmental Sciences, University of Illinois



CONTINUING EDUCATION

OSHA 40-Hour

Confined Space Certified

CPR Certified



ASSOCIATIONS

Air & Waste Management Association

Crawford Generating Station, 39 North LLC – Chicago, Illinois

| Environmental Scientist for environmental assessment, remediation and regulatory closure of a 70-acre, former coal-fired power plant for future redevelopment. Nick supported field operations, analytical data evaluation and the delineation of impacted areas including the collection of 100's of verification soil samples. He also assisted in the development of report submittals by documenting successful characterization and remediation.

Lincoln Yards North Site Preparation & Cleanup, Sterling Bay – Chicago, Illinois

| Environmental Scientist for the environmental assessment, remediation and regulatory closure of more 55 acres of assembled land planned for future redevelopment. The land sites include the Former A. Finkl & Sons Co. steel mill, former Lakin General Corporation facility and a former Sims Metal Management scrap metal recycling facility. Nick was responsible for field investigations and remediation activities including the removal of underground storage tanks and overseeing the thermal resistant heating of soils impacted with hazardous concentrations of chlorinated solvents. He also developed Tier 2, site-specific remediation objectives and performed fate and transport modeling of soil and groundwater contaminant migration.

Stormwater Quality Investigations, Metropolitan Water Reclamation District of Greater Chicago – Chicago, Illinois

| Environmental Scientist providing oversight of setup, operation and maintenance of automated sampling and flow monitoring equipment.

Cass Avenue Environmental Assessment & Remediation, Bradford Real Estate Companies – Westmont, Illinois

| Scientist for Phase I, II and III environmental site assessment for the acquisition and remediation of a former strip mall that was known to have hazardous contamination due to historic dry cleaning operations. Services included State Remediation Program enrollment, site characterization, establishment of remediation objectives, remedial design, remediation and construction oversight as well as Illinois EPA reporting. The property received a no further remediation letter.

Various Residential Developments, Chicago Housing Authority – Chicago, Illinois

| Assistant Project Manager for remedial investigations including site assessment, remediation and closure at 17 sites impacted by lead, petroleum products and chlorinated solvents. Nick assisted with preparing the scope and design as well as overseeing remediation. He also provided client communication, budgets and staff schedules.*



Various Residential Developments, Chicago Housing Authority – Chicago, Illinois

| Environmental Scientist for remedial investigations including site assessment, remediation and closure at sites enrolled in the IEPA site remediation program. Nick was responsible for creating site-specific sampling plans, collecting soil and groundwater samples and providing field oversight.*

Sterns Quarry Solid Waste Management, Chicago Park District – Chicago, Illinois

| Environmental Scientist completing quarterly, low-flow groundwater sampling and reporting. Nick was responsible for sampling wells up to 350 feet as well as analyzing groundwater quality and drafting reports detailing trends for contaminants of concern.*

National Environmental Policy Act (NEPA) Reviews, 2FM – Chicago, Illinois

| Environmental Scientist completing NEPA screenings for properties that received demolition requests from the Department of Buildings. Nick was responsible for creating environmental review records, identifying environmental hazards and corresponding with state and city preservation agencies.*

Jacobsville Superfund Site USEPA – Evansville, Indiana

| Environmental Scientist providing field support at sites within a lead-impacted zone. Nick was responsible for using hand augers to collect soil samples as part of a team working 10-day shifts.*

Hazardous Waste Surveys, IDOT – Illinois

| Environmental Scientist conducting hazardous waste surveys, preliminary site investigations and environmental compliance audits throughout the state. Nick assisted with making recommendations for spill prevention control and countermeasures as well as facility response plans for IDOT maintenance and storage facilities. He was responsible for collecting and analyzing soil and groundwater samples along state roads and highways for clean construction and demolition debris regulations. Nick's projects included:*

- PTB 176-001 – Statewide
- Stevenson Expressway (I-55)
- PTB 179-017 – Statewide

Waste Management, Mercury Waste Hazardous Waste Treatment & Recycling Facility – Union Grove, Wisconsin

| Environmental Scientist conducting sediment sampling to evaluate the leaching potential of mercury from on-site mercury recycling operations. By way of boat, Nick utilized a Ponar to dredge the retention pond floor and collect the sediment samples. He was also responsible for collecting and analyzing surface water samples. Analysis of the samples involved simple wet chemistry, titrations and utilized a spectrophotometer to analyze samples for phosphorus, nitrogen, ammonia and chloride.*

Phase I Environmental Site

Assessment, City of Berwyn – Berwyn, Illinois

| Environmental Scientist conducting an on-site assessment for a vacant parcel which was to be developed into a public park. Nick analyzed environmental information using database searches, freedom of information act requests and map analysis and wrote the Phase I report.*

Analytical Laboratory Audits, Waste Management CID – Calumet City, Illinois

| Environmental Specialist performing quality assurance and quality control analytical laboratory audits at this biological treatment plant. Nick was responsible for ensuring laboratory equipment functioned properly and treatment technicians adhered to standard operating procedures. He also reviewed recorded data and administered ethics and safety training.*

US Department of Interior Office of Surface Mining Reclamation & Enforcement – Tennessee

| Environmental Field Technician performing stream sampling and velocity monitoring to identify potential run-off contamination from coal strip-mining. Nick was responsible for collecting stream flow measurements and creating velocity profiles which detailed potential trends for contamination migration. He also drafted reports for compliance with the national pollution discharge elimination system.*

KRISTINE WRIGHT

ENVIRONMENTAL SCIENTIST



Kristine is an Environmental Scientist specializing in investigations and oversight including environmental assessment, remediation and regulatory closure. Her experience includes investigation of soil, groundwater, soil gas, wastes and surface waters as well as ecological and water quality studies. Kristine is also V3's Lead GIS Specialist where she uses spatial analysis including geoprocessing tools, queries and models to assist in decision making.



YEARS OF EXPERIENCE

V3: 19 | Total: 19



EDUCATION

Bachelor of Science, Natural Resources Environmental Sciences, University of Illinois

Master of Arts, Geography & Environmental Studies, Northeastern Illinois University

GIS Certificate Northeastern Illinois University



CONTINUING EDUCATION

OSHA 40-Hour

CN e-RAILSAFE System Contractor Training

Environmental Sampling Field Course

Improving the Description & Characterization of Glacial Successions

USACE: Wetland Delineator Certification Training



ASSOCIATIONS

Association of American Geographers

Indiana Geographic Information Council

Urban & Regional Information Systems Association



VOLUNTEER WORK

Illinois Solar Energy Association

Environmental Site Assessments for Property Transactions – Illinois, Indiana, Wisconsin

| Performed and assisted with more than 100 Phase I Environmental Site Assessments in accordance with ASTM E1527. Kristine qualifies as an Environmental Professional per the federal All Appropriate Inquiry rule (40 CFR Part 312.10(b)) and is responsible for all aspects of Phase I investigations. She has performed site assessments on properties ranging from open and agricultural lands to heavy industrial facilities as well as multi-site portfolio transactions including retail gasoline service stations. Representative clients include:

- McDonalds USA
- BMO Harris Bank
- Atlas Oil
- Walton Global Investments, Ltd.
- Molto Properties, LLC
- Central Steel & Wire Company

Lincoln Yards Site Preparation & Cleanup, Sterling Bay – Chicago, Illinois

| Project Scientist the environmental assessment, remediation and regulatory closure of this 70-acre redevelopment along the North Branch of the Chicago River. The site includes the former Finkl Steel mill, Lakin General Corporation and Sims Metal Management scrap metal recycling facilities, the former Illinois Steel North Works land and numerous metals recovery and scrap metal yards. Kristine assisted with the advancement and sampling of 115 soil and groundwater sampling locations. She also supported the preparation of the Phase II report of findings as well as site remediation program reporting.

Sims Metal Management, Sterling Bay – Chicago, Illinois

| Project Scientist for the environmental assessment, remediation and regulatory closure of a five-acre former scrap metal recycling site located along the North Branch of the Chicago River. Environmental conditions included leaking petroleum underground storage tanks, bailer hydraulic oil releases, TSCA PCBs, PNAs and various heavy metals. Kristine led the field investigations which included advancement of soil borings as well as developing and sampling of groundwater wells. She also assisted in the development of report submittals by documenting successful characterization and remediation.



Albany Park Branch Library Environmental Assessment & Remediation, Public Building Commission of Chicago – Chicago, Illinois | Project Scientist for existing library and adjoining property under redevelopment by the Public Building Commission of Chicago for new LEED Certified Gold library facility. Kristine oversaw the advancement and sampling of 22 soil and groundwater sampling locations. She also managed drilling of interior locations prior to library opening hours, coordinated clean-up activities to not interrupt current library operations and prepared the Phase II report.

366 W. Superior, City of Chicago Department of Fleet & Facility Management – Chicago, Illinois | Project Scientist for existing parking structure. Kristine evaluated Phase II environmental site assessment soil data under TACO and prepared report.

Ashland Viaduct at Pershing Road Improvements, CDOT – Chicago, Illinois | Project Scientist preparing a PESA report for demolition of the existing Ashland Avenue Viaduct over Pershing Road and the reconstruction of the existing at-grade, signalized intersection. Improvements included combined sewer replacement, traffic signal modernization/interconnection, lighting, landscaped medians, landscape restoration, an irrigation system, watermain replacement, pavement marking, signing and a preliminary site investigation to identify contaminated soil removal and disposal requirements. Kristine evaluated all possible recognized environmental risks and liabilities related to worker protection and public safety that could influence the highway project and create delays.

Chicago Steel Manufacturing Facility Reuse, A. Finkl & Sons Co. – Chicago, Illinois | Project Scientist for the environmental assessment, remediation and regulatory closure of steel plant properties slated for reuse. V3 assisted with environmental reuse evaluations and remediation at A. Finkl & Sons Co. new southside plant location, including environmental site characterization and cleanup and obtaining no further remediation letters for two legacy industrial properties that would house the bulk of the new steel operations. Kristine performed field investigations related to the remediation and no further remediation determinations. Related activities included Phase II and remedial investigations of potential acquisition sites planned for facility expansion, and Site Remediation Program project reporting.

Calumet Area Hydrologic Master Plan, City of Chicago Department of Environment – Chicago, Illinois | Environmental Scientist for the Lake Calumet Area Ecological Management Strategy. Project included high order geodetic control, ground truthing of LIDAR topographic mapping as well as collection of survey, hydrologic and hydraulic data required for watershed models, preliminary design of water control structures for management of the area's sensitive ecological habitats and threatened and endangered species. Kristine conducted site evaluation and installation of staff gauges, coordinated V3's site investigations with the City of Chicago Port Authority and was also responsible for monitoring surface hydrology, collecting/post-processing and analyzing water level and water quality data, and managed the field oversight activities.

Pullman Park Redevelopment, US Bank – Chicago, Illinois | Project Scientist providing third party oversight and review during cleanup at Phase I of the Pullman Park redevelopment. Activities included field oversight and documentation of activities in accordance with the approved remedial action plan.

US Route 30/Canadian National Railroad Grade Separation Phase II, IDOT – Lynwood, Illinois | Project Scientist completing a PESA report under the guidance and protocols of Illinois State Geological Survey "A Manual for Conducting Preliminary Environmental Site Assessments. Improvements included a new, two-span bridge over the tracks, 3,500 feet of roadway reconstruction, 2,300 feet of retaining walls, a 10-foot-wide, multi-use path, capacity enhancements at the intersection of US Route 30 and Sauk Trail and a new frontage road system. Kristine identified potential environmental conditions that could impact construction on the new alignment and roadway extension.

North Branch Chicago River Hydraulic Study, HDR Architecture & Metropolitan Water Reclamation District of Greater Chicago – Cook County, Illinois | GIS Specialist for implementing the five-year update for the North Branch of the Chicago River Watershed Plan. This publication update was prepared using EPA funding under section 319 of the Clean Water Act. Kristine assisted in reviewing and revising the updated plan as well as aiding in the efforts of updating and creating more than 80 exhibits and 175 datasets and layer files using ESRI's ArcGIS software. She organized and maintained all data in a file geodatabase that was utilized for exhibit and dataset creation.

ATTACHMENT A
LEGAL ACTIONS

(ATTACHED HERETO AND INCORPORATED HEREIN)

ATTACHMENT A – LEGAL ACTIONS

FIRM NAME V3 Companies, Ltd.

I. LEGAL ACTIONS

If the answer to any of the questions below is **YES**, you must provide a type-written, brief description, and/or explanation on a separate sheet following this page. Each question must be answered.

Question	Yes	No
Has the firm or venture been issued a notice of default on any contract awarded to it in the last 3 years?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Does the firm or venture have any legally filed judgments, claims (liquidated damages, or other), arbitration proceedings or suits pending or outstanding against the firm or venture or its officers?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If the answer to the preceding question is "Yes", provide the requisite explanation on a separate sheet and include the date(s) of filing with the corresponding dollar amount of claims (or judgments and the contract value of the contract).		
Within the past 3 years has the firm or venture been a party to any lawsuits or arbitration proceedings with regard to any contracts?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Within the last 3 years, has any officer or principal of the firm or venture ever been an officer or principal of another organization that failed to complete any contract as a result of termination, litigation, arbitration or similar matter?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Has any key person with the firm or venture or its predecessor ever been convicted of or charged with any state or federal crime (excluding traffic violations), including but not limited to, embezzlement, theft, forgery, bribery, falsification or destruction of records, receipt of stolen property, criminal anti-trust violations, bid-rigging or bid-rotating?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Has the firm or venture ever been temporarily or permanently debarred from contract award by any federal, state, or local agency?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Within the last 3 years, has the firm or venture been investigated or assessed penalties for any statutory or administrative violations (including but not limited to MBE, WBE, EEOC violations)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Has the firm or venture ever failed to complete any work awarded to it?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

ATTACHMENT B
DISCLOSURE AFFADAVIT

(ATTACHED HERETO AND INCORPORATED HEREIN)

ATTACHMENT B – DISCLOSURE AFFIDAVIT

I. HISTORY AND OWNERSHIP OF RESPONDENT FIRM

Any firm proposing to conduct any business 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 Gregory V Wolterstorff, as Vice President
Name Title

and on behalf of V3 Companies, Ltd.
 ("Bidder/Proposer/Respondent or Contractor") having been duly sworn under oath certifies the following:

RESPONDENT			
Name of Firm:	V3 Companies, Ltd.		
Address:	7325 Janes Avenue		
City/State/Zip:	Woodridge, IL 60517		
Telephone:	630.724.9200	Facsimile:	630.724.9202
FEIN:	36-3252440	SSN:	
Email:	gwolterstorff@v3co.com		
Nature of Transaction:			
<div style="display: flex; flex-direction: column; gap: 10px;"> <div><input type="checkbox"/> Sale or purchase of land</div> <div><input type="checkbox"/> Construction Contract</div> <div><input checked="" type="checkbox"/> Professional Services Agreement</div> <div><input type="checkbox"/> Other _____</div> </div>			

II. 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 "NA". If the answer is none, please answer "none".	
<input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Joint Venture	<input type="checkbox"/> Limited Liability Company <input type="checkbox"/> Limited Liability Partnership <input type="checkbox"/> Not-for-profit Corporation <input type="checkbox"/> Other: _____

ATTACHMENT B – DISCLOSURE AFFIDAVIT

A. CORPORATIONS AND LLC'S

State of Incorporation or Organization:		Illinois
If outside of Illinois, is your firm authorized to conduct business in the State Of Illinois:		<input type="checkbox"/> Yes <input type="checkbox"/> No
City/State/ZIP:		
Telephone:		
Identify the names of all officers and directors of the business entity. (Please attach list if necessary.)		
Name	Title	
See attached list		
Identify all shareholders whose Ownership percentage exceeds 7.5% of the business entity. (Please attach list if necessary.)		
Name	Address	Ownership Interest Percentage
N/A		%
		%
		%
LLC's only, indicate Management Type and Name:		
<input type="checkbox"/> Member-managed	<input type="checkbox"/> Manager-managed	Name:
Is the corporation or LLC owned partially or completely by one or more other corporations or legal entities?		<input type="checkbox"/> Yes <input type="checkbox"/> No
<i>If yes, please 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.</i>		

ATTACHMENT B – DISCLOSURE AFFIDAVIT

B. PARTNERSHIPS

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	Type	Ownership Interest Percentage
		%
		%
		%
		%
		%

C. SOLE PROPRIETORSHIP

The bidder/proposer or contractor is a sole proprietorship and is not acting in any representative capacity on behalf of any beneficiary:	
If the answer is no, please complete the following two sections.	<input type="checkbox"/> Yes <input type="checkbox"/> No
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 of Principal(s)	
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 be exercised.	
Name	Address

ATTACHMENT B – DISCLOSURE AFFIDAVIT

III. CONTRACTOR CERTIFICATION

A. CONTRACTORS

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
 - 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 Submission of this bid, proposal or response.
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 judgment 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.

ATTACHMENT B – DISCLOSURE AFFIDAVIT

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 described as prohibited in this document; (b) bid-rigging, bid-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 2 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 described as prohibited in this document of 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 as prohibited in this document 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 all necessary items. In the event any subcontractor is unable to certify to a particular item, 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 this document 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 subcontract 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, the Contractor shall explain below. Attach additional pages if necessary.

ATTACHMENT B – DISCLOSURE AFFIDAVIT

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.

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/FEES

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 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.

E. PUNISHMENT

1. 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.

G. 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 restriction, (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.

ATTACHMENT B – DISCLOSURE AFFIDAVIT

If the Contractor cannot make the certification contained in the above paragraph, identify any exceptions (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.

- 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 Contract'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.

H. INCORPORATION INTO CONTRACT AND COMPLIANCE

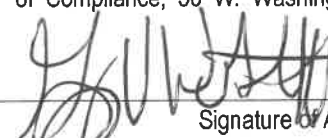
The above certification shall become part of any contract awarded to the Contractor set forth on page 1 of this Disclosure Affidavit and are a material inducement to the Public Building Commission of Chicago's execution of the contract, contract modification or contract amendment with respect to which 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.

I. 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.

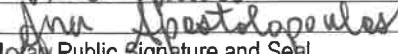
The Contractor must report any change in any of the facts stated in this Affidavit to the Public Building Commission of Chicago within 14 days of the effective date of such change by completing and submitting a new Disclosure Affidavit. Failure to comply with this requirement is grounds for your firm 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 Compliance, 50 W. Washington, Room 200, Chicago, IL 60602.




Signature of Authorized Officer
Gregory V Wolterstorff
Name of Authorized Officer (Print or Type)
Vice President
Title
630.936.0316
Telephone Number

State of Illinois
County of DuPage

Signed and sworn to before me on this 19 day of July, 2023 by
Greg Wolterstorff (Name) as Vice President (Title) of
V3 Companies (Bidder/Proposer/Respondent or Contractor)


Notary Public Signature and Seal



DIRECTORS OF V3 COMPANIES LTD.

Robin L. Petroelje, Chairman of the Board

Louis J. Gallucci, Board President

Theodore E. Feenstra, Jr., Board Director

Mike Famiglietti, P.E., Board Director

Heidi E. Voirol, Board Director

Jacob W. Bauer, Board Director

Amy K. Holmes, Board Director

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Terry Neimeyer, Board Director

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Gregory V. Wolterstorff, Vice President

ATTACHMENT C
DISCLOSURE OF RETAINED PARTIES

(ATTACHED HERETO AND INCORPORATED HEREIN)

ATTACHMENT C – DISCLOSURE OF RETAINED PARTIES

Definitions and Disclosure Requirements

As used herein, "Consultant" means a person or entity who has any contract with the Public Building Commission of Chicago ("Commission").

Commission bids, contracts, and/or qualification submissions 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. 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.

"Lobbyists" means any person who (a) 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.

Certification

Consultant hereby certifies as follows:

This Disclosure relates to the following transaction(s):

Description or goods or services to be provided under Contract:

Name of Consultant:

EACH AND EVERY lobbyist retained or anticipated to be retained by the Consultant with respect to or in connection with the contract listed below. Attach additional pages if necessary.

Retained Parties:

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

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

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.

ATTACHMENT C – DISCLOSURE OF RETAINED PARTIES

- 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

July 19, 2023

Date

Gregory V Wolterstorff

Name (Type or Print)

Vice President

Title

Subscribed and sworn to before me

this 19 day of July 2023


Notary Public



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

(ATTACHED HERETO AND INCORPORATED HEREIN)

ATTACHMENT D

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 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 goals.

2. Aspirational Goals

- a. Upon the effective date of these Special Conditions, the Consultant agrees to make a best efforts to attain the aspirational goals to award **25%** of the annual dollar value of all Commission Contracts to MBEs and **5%** of the annual dollar value of all Commission Contracts to 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 or County of Cook.
 - (2) "Certified Women's Business Enterprise" means a person or entity granted certification by the City of Chicago or County of Cook.
 - (3) "Construction Contract" means a contract for the construction, repair, alteration, renovation or improvement of any building, facility or other structure.
 - (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 any anticipated scope of work of the contract and the Commission's progress towards meeting the aspirational goals.
 - (5) "Contractor" means any person or business entity that seeks to enter into a Construction Contract with the Commission and includes all partners, affiliates and joint ventures of such person or entity.
 - (6) "Established Business" means a person or entity granted certification by the City of Chicago.

- (7) "Executive Director" means the Executive Director of the Commission or his/her duly designated representative as appointed in writing.
- (8) "Good faith efforts" means actions undertaken by a Contractor 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.
- (9) "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.
- (10) "Participating Established Business" means an established business which is eligible to participate in the minority- and women-owned business enterprise program set forth in Section 8 below.
- (11) "Professional Service Provider" means any person or business entity that seeks to enter into Professional Service Contract with the Commission and includes all partners affiliates, and joint ventures of such person or entity.
- (12) "Program" means the minority- and women-owned business enterprise construction procurement program established in this special condition.

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 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 accepts certification by the City of Chicago, and County of Cook.
- (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 / her designee in submitting to interviews that may be necessary, in allowing entry to places of business, in 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.
- d. If the Compliance Proposal includes participation by material suppliers, the PBC will request copies of the offers from such suppliers. The offers must be furnished to the PBC within three (3) business days of the bidder's receipt of the request for such offers from the PBC. The PBC may make such request by electronic mail. The offers must specify: (i) the particular materials, equipment and/or supplies that will be furnished; (ii) the supplier's price for each of the items; (iii) the total price of the items to be furnished by the supplier, (iv) the supplier's source for the items (e.g., manufacturer, wholesaler) and (v) the subcontractor that the supplies will be purchased by.

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-bid conference;
 - (2) Solicit certified MBE and WBE firms. Soliciting through reasonable and available means at least 50% of MBE and WBE firms certified in the anticipated scope(s) of work.

- (3) The Bidder's general policies regarding the utilization of MBE and WBE firms, plus a description of the methods used to carry out those policies;
- (4) Advertise the contract opportunity in trade association newsletters, other media, and/or venues oriented toward and minority and woman-oriented;
- (5) Timely notification (at least seven (7) days in advance of the bid due date) of specific sub-bid opportunities must be made to MBE and WBE firms and corresponding assistance agencies/associations;
- (6) Provide interested MBE and WBE firms with adequate information regarding the plans, specifications, and contract requirements in a timely manner;
- (7) Make efforts to assist interested MBE and WBE firms in obtaining bonding, lines of credit, or insurance;
- (8) Make efforts to assist interested MBE and WBE firms in obtaining necessary equipment, supplies, materials, or related assistance/services;
- (9) Effectively use the services of the City; minority or women community organizations/assistance groups, and other organizations to provide assistance in the recruitment and placement of MBE and WBE firms.
- (10) Negotiate in good faith with interested MBE/WBE firms and provide a description of direct negotiations with MBE and WBE firms for specific sub-bids, 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.
- (11) 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 to production and delivery as specified in the contract) in order to increase the likelihood of achieving sub participation;
- (12) Decision to reject MBE and WBE firms deemed unqualified must be sound and based on a thorough investigation of firms capabilities. As to each MBE and WBE contacted which the Bidder considers to be not qualified, a detailed statement of the reasons for the Bidder's conclusion;
- (13) Efforts made by the Bidder to expand its search for MBE and/or WBE firms beyond usual geographic boundaries.
- (14) Must take appropriate, documented steps to follow up initial solicitations with interested MBE and WBE firms.
- (15) 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 Bidder, 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 Bidder;
- (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. Established Business Participation in the MBE and WBE Procurement Program

a. A local business entity which meets all the requirements to be certified as an MBE or WBE under this article except that it has become an established business may participate in the minority- and women-owned business enterprise program as follows:

- (1) For a one-year period after the business entity has become an established business, only 75 percent of such business's participation in the Contract shall account for the MBE or WBE, as applicable, participation requirement set forth in Section 4;
- (2) For a one-year period starting on the one-year anniversary of the date the business entity became an established business, only 50 percent of such business's participation in the Contract shall account for the MBE or WBE, as applicable, participation requirement set forth in Section 4.
- (3) For a one-year period starting on the two-year anniversary of the date the business entity became an established business, only 25 percent of such business's participation in the Contract shall account for the MBE or WBE, as applicable, participation requirement set forth in Section 4.

- b. An Establish Business entity shall not be eligible to participate in the minority- and women-owned business enterprise procurement program starting on the three-year anniversary of the date the business entity became an established business.

9. Failure To Achieve Goals

- a. If the Contractor 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 contractor has made such good faith efforts, the performance of other contractors in meeting the goals may be considered. The Executive Director shall consider, at a minimum, the Contractor'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 bids. 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 contractor'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 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 bids to meet the goals.
 - (5) Making a portion of the work available to MBE or WBE subcontractors and suppliers and to select those portions of the work or material consistent with the available MBE or WBE subcontractors and suppliers, so as to facilitate meeting the goals.
 - (6) Making good faith efforts despite the ability or desire of a Contractor to perform the work of a contract with its own organization. A Contractor 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 Contractor.
 - (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 contractors' 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 Contractor did not make a good faith effort to achieve the goals, the Contractor may file a Dispute to the Executive Director as provided in the Section on Disputes.

10. 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 the MBE and WBE sub-contractors.

11. Disqualification of MBE or WBE

- 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.

12. Prohibition On Changes To MBE/WBE Commitments

- a. 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.

13. MBE/WBE Substitution Requirements and Procedures

- a. Arbitrary changes by the Contractor 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 Contractor 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 Contractor 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) If needed and in order to sustain the fulfillment of the MBE/WBE contract requirements, the Contractor 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.
 - (2) The Contractor'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 subcontractor to honor the bid or 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 subcontractor to meet insurance, licensing or bonding requirements; g) the subcontractor's withdrawal of its bid or proposal; or h) decertification of the subcontractor as MBE or WBE.
 - (3) The Contractor'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 Contractor; issues about performance by the committed MBE or WBE were disputed (unless every 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.
 - (4) The Contractor'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, as enumerated above in Section on Submission of Bid Proposals.
 - (5) The Executive Director will evaluate the submitted documentation, and respond within fifteen (15) business 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.

- (6) 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) business 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.
- i. The Executive Director will not approve extra payment for escalated costs incurred by the Contractor when a substitution of subcontractors becomes necessary for the Contractor in order to comply with MBE/WBE contract requirements.
 - ii. 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 Contractor to locate specific firms, solicit MBE and WBE bids, seek assistance from technical assistance agencies, and other good faith efforts undertaken to achieve compliance with the MBE/WBE goals.

14. 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.

15. Severability

- a. If any section, subsection, paragraph, clause, provision or application of these Special Conditions is held invalid by any court, the invalidity of such section, paragraph, clause or provision will not affect any of the remaining provisions hereof.

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SCHEDULE B

Joint Venture Affidavit (1 of 3)

This form is not required if all joint venturers are MBE/Non-MBE or WBE/Non-WBE firms. In such case, however, a written joint venture agreement among the MBE/Non-MBE or WBE/Non-WBE firms should be submitted. Each MBE/WBE joint venturer must also attach a copy of their current certification letter.

A. Name of joint venture _____

B. Address of joint venture _____

C. Phone number of joint venture _____

D. Identify the firms that comprise the joint venture

1. Describe the role(s) of the MBE/WBE firm(s) in the joint venture. (Note that a "clearly defined portion of work" must here be shown as under the responsibility of the MBE/WBE firm.)

2. Describe very briefly the experience and business qualifications of each non-MBE/WBE joint venturer.

E. Nature of joint venture's business

F. Provide a copy of the joint venture agreement.

G. Ownership: What percentage of the joint venture is claimed to be owned by MBE/WBE? _____%

H. Specify as to:

1. Profit and loss sharing _____%

2. Capital contributions, including equipment _____%

3. Other applicable ownership interests, including ownership options or other agreements which restrict ownership or control.

SCHEDULE B
Joint Venture Affidavit (2 of 3)

4. Describe any loan agreements between joint venturers, and identify the terms thereof.

I. Control of and participation in this Contract: Identify by name, race, sex, and "firm" those individuals (and their titles) who are responsible for day-to-day management and policy decision making, including, but not limited to, those with prime responsibility for:

1. Financial decisions _____

2. Management decisions such as:

a. Estimating _____

b. Marketing and Sales _____

c. Hiring and firing of management personnel _____

d. Other _____

3. Purchasing of major items or supplies _____

4. Supervision of field operations _____

5. Supervision of office personnel _____

6. Describe the financial controls of the joint venture, e.g., will a separate cost center be established; which venturer will be responsible for keeping the books; how will the expense therefor be reimbursed; the authority of each joint venturer to commit or obligate the other. Describe the estimated contract cash flow for each joint venturer.

7. State approximate number of operational personnel, their craft and positions, and whether they will be employees of the majority firm or the joint venture.

J. Please state any material facts of additional information pertinent to the control and structure of this joint venture.

SCHEDULE B

Joint Venture Affidavit (3 of 3)

THE UNDERSIGNED SWEAR THAT THE FOREGOING STATEMENTS ARE CORRECT AND INCLUDE ALL MATERIAL INFORMATION NECESSARY TO IDENTIFY AND EXPLAIN THE TERMS AND OPERATIONS OF OUR JOINT VENTURE AND THE INTENDED PARTICIPATION BY EACH JOINT VENTURER IN THE UNDERTAKING. FURTHER, THE UNDERSIGNED COVENANT AND AGREE TO PROVIDE TO THE PUBLIC BUILDING COMMISSION OF CHICAGO CURRENT, COMPLETE AND ACCURATE INFORMATION REGARDING ACTUAL JOINT VENTURE WORK AND THE PAYMENT THEREFOR AND ANY PROPOSED CHANGES IN ANY OF THE JOINT VENTURE AGREEMENTS AND TO PERMIT THE AUDIT AND EXAMINATION OF THE BOOKS, RECORDS, AND FILES OF THE JOINT VENTURE, OR THOSE OF EACH JOINT VENTURER RELEVANT TO THE JOINT VENTURE, BY AUTHORIZED REPRESENTATIVES OF THE COMMISSION. ANY MATERIAL MISREPRESENTATION WILL BE GROUNDS FOR TERMINATING ANY CONTRACT WHICH MAY BE AWARDED AND FOR INITIATING ACTION UNDER FEDERAL OR STATE LAWS CONCERNING FALSE STATEMENTS.

Note: If, after filing this Schedule B and before the completion of the joint venture's work on this Contract, there is any significant change in the information submitted, the joint venture must inform the Public Building Commission of Chicago, either directly or through the Prime if the joint venture is a subcontractor.

Name of Joint Venturer

Signature

Name

Title

Date

State of _____ County of _____

On this ____ day of _____, 20____
before me appeared (Name)

_____,
to me personally known, who, being duly sworn,
did execute the foregoing affidavit, and did state

that he or she was properly authorized by
(Name of Joint Venture)

to execute the affidavit and did so as his or her
free act and deed.

Notary Public

Commission expires:
(SEAL)

Name of Joint Venturer

Signature

Name

Title

Date

State of _____ County of _____

On this ____ day of _____, 20____
before me appeared (Name)

_____,
to me personally known, who, being duly sworn,
did execute the foregoing affidavit, and did state

that he or she was properly authorized by
(Name of Joint Venture)

to execute the affidavit and did so as his or her
free act and deed.

Notary Public

Commission expires:
(SEAL)

SCHEDULE C
Letter of Intent from MBE/WBE (1 of 2)
To Perform As
Subcontractor, Subconsultant, and/or Material Supplier

Name of Project: _____

Project Number: _____

FROM:

_____ MBE _____ WBE _____
(Name of MBE or WBE)

TO:

_____ and Public Building Commission of Chicago
(Name of Bidder)

The undersigned intends to perform work in connection with the above-referenced project as (check one):

_____ a Sole Proprietor
_____ a Partnership

_____ a Corporation
_____ a Joint Venture

The MBE/WBE status of the undersigned is confirmed by the attached Letter of Certification, dated _____. In addition, in the case where the undersigned is a Joint Venture with a non-MBE/WBE firm, a Schedule B, Joint Venture Affidavit, is provided.

The undersigned is prepared to provide the following described services or supply the following described goods in connection with the above-named project.

The above-described services or goods are offered for the following price, with terms of payment as stipulated in the Contract Documents.

SCHEDULE C
Letter of Intent from MBE/WBE (2 of 2)
To Perform As
Subcontractor, Subconsultant, and/or Material Supplier

PARTIAL PAY ITEMS

For any of the above items that are partial pay items, specifically describe the work and subcontract dollar amount:

If more space is needed to fully describe the MBE/WBE firm's proposed scope of work and/or payment schedule, attach additional sheet(s).

SUB-SUBCONTRACTING LEVELS

% of the dollar value of the MBE/WBE subcontract will be sublet to non-MBE/WBE contractors.

% of the dollar value of the MBE/WBE subcontract will be sublet to MBE/WBE contractors.

If MBE/WBE subcontractor will not be sub-subcontracting any of the work described in this Schedule, a zero (0) must be filled in each blank above. If more than 10% percent of the value of the MBE/WBE subcontractor's scope of work will be sublet, a brief explanation and description of the work to be sublet must be provided.

The Undersigned (Contractor) will enter into a formal agreement for the above work with the Bidder, conditioned upon its execution of a contract with the Public Building Commission of Chicago, and will do so within five (5) working days of receipt of a notice of Contract award from the Commission.

Additionally, the Undersigned certifies to the best of its knowledge and belief that it, its principals and any subcontractors used in the performance of this contract, meet the Agency requirements and have not violated any City or Sister Agency policy, codes, state, federal or local laws, rules or regulations and have not been subject to any debarment, suspension or other disciplinary action by any government agency. Additionally, if at any time the Contractor becomes aware of such information, it must immediately disclose it to the Commission.

BY:

Name of MBE/WBE Firm (Print)

Signature

Date

Name (Print)

Phone

IF APPLICABLE:

BY:

Joint Venture Partner (Print)

Signature

Date

Name (Print)

MBE ____ WBE ____ Non-MBE/WBE ____

Phone

SCHEDULE D
Affidavit of Professional Service Provider Regarding MBE/WBE Participation (1 of 2)

Name of Project: _____

STATE OF ILLINOIS }
 } SS
COUNTY OF COOK }

In connection with the above-captioned contract, I HEREBY DECLARE AND AFFIRM that I am the

Title and duly authorized representative of

Name of Professional Service Provider whose address is

in the City of _____, State of _____

and that I have personally reviewed the material and facts submitted with the attached Schedules of MBE/WBE participation in the above-referenced Contract, including Schedule C and Schedule B (if applicable), and the following is a statement of the extent to which MBE/WBE firms will participate in this Contract if awarded to this firm as the Contractor for the Project.

Name of MBE/WBE Contractor	Type of Work to be Done in Accordance with Schedule C	Dollar Credit Toward MBE/WBE Goals	
		MBE	WBE
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
Total Net MBE/WBE Credit		\$	\$
Percent of Total Base Bid		%	%

The Prime may count toward its MBE/WBE goal a portion of the total dollar value of a contract with a joint venture equal to the percentage of the ownership and control of the MBE/WBE partner.

SCHEDULE D

Affidavit of Professional Service Provider Regarding MBE/WBE Participation (2 of 2)

The Undersigned will enter into a formal agreement for the above work with the above-referenced MBE/WBE firms, conditioned upon performance as Contractor of a Contract with the Commission, and will do so within five (5) business days of receipt of a notice of Contract award from the Commission.

Additionally, the Undersigned certifies to the best of its knowledge and belief that it, its principals and any subcontractors used in the performance of this contract, meet the Agency requirements and have not violated any City or Sister Agency policy, codes, state, federal or local laws, rules or regulations and have not been subject to any debarment, suspension or other disciplinary action by any government agency. Additionally, if at any time the Contractor becomes aware of such information, it must immediately disclose it to the Commission.

BY:



Name of Contractor (Print)

Signature

Date

Name (Print)

Phone

IF APPLICABLE:

BY:

Joint Venture Partner (Print)

Signature

Date

Name (Print)

MBE ____ WBE ____ Non-MBE/WBE ____