



Delegate Agency Solicitation #9514 (RFP)

BACP - EDGE Supplier Development

Specification Number:1272352

Required for use by: DEPT OF BUSINESS AFFAIRS & CONSUMER PROTECTION

Bid/Proposal Submittal Date and Time: 12:00 PM Central Time, 08-JUN-2023

Deadline for Questions:

Buyer: PHILLIPS, MAURICE

Email Address: Maurice.Phillips@cityofchicago.org

Phone Number: 3127445915

Pre-Solicitation Conference Date and Time: 02:00 PM Central Time, 16-MAY-2023

Pre-Solicitation Conference Location:

[https://us02web.zoom.us/meeting/register/tZMud-6hpz0uHtyYdLMXvJ6WwcQU7jx0ZKIU](https://us02web.zoom.us/j/8441221252)

Site Visit Date & Time: N/A

Site Visit Location: N/A

Please submit your response to:

<http://www.cityofchicago.org/eProcurement>
iSupplier vendor portal registration is required.
Allow 3 business days to complete registration.

LORI E. LIGHTFOOT
MAYOR

Kenneth Meyer
Commissioner

Specification Number: 1272352

Type of Funding:

Title: BACP - EDGE Supplier Development

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1 Header Information

1.1 General Information

Title	BACP - EDGE Supplier Development		
Description	BACP - EDGE Supplier Development		
Preview Date	Not Specified	Open Date	05-MAY-2023 12:00:00
Close Date	12:00 PM Central Time, 08-JUN-2023	Award Date	Not Specified
Time Zone	Central Time	Buyer	PHILLIPS, MAURICE
Quote Style	Blind	Email	Maurice.Phillips@cityofchicago.org
Event	Delegate Agency	Outcome	Delegate Agency Blanket Agreement

1.2 Terms

Effective Start Date	Not Specified	Effective End Date	Not Specified
Ship-To Address	070-2005 BUS AFFAIRS AND CONSUMER PROT 121 N. LaSalle St. Rm. 805 Chicago, IL 60602 United States	Bill-To Address	070-2005 BUS AFFAIRS AND CONSUMER PROT 121 N. LaSalle St. Rm. 805 Chicago, IL 60602 United States
Payment Terms	IMMEDIATE	Carrier	
FOB		Freight Terms	
Currency	USD (US Dollar)	Price Precision	Any
Total Agreement Amount (USD)	Not Specified	Minimum Release Amount (USD)	Not Specified

1.3 Requirements

Contact Information
First Name Provide your answer below
Last Name Provide your answer below
Telephone Number Provide your answer below

Contact Information
E-mail Address Provide your answer below
Contact Type Provide your answer below
Organization Information
Legal Organization Name Provide your answer below
Address Provide your answer below
City Provide your answer below
State Provide your answer below

Organization Information
Zip Provide your answer below
County Provide your answer below
Country Provide your answer below
Legal Organization Telephone Number Provide your answer below
Head of Agency Name Provide your answer below
Please provide the official title for the chief executive of your agency. Provide your answer below

Organization Information
Please provide the Chief Executive's contact telephone number, including area code. Provide your answer below
Please provide your Chief Executive's e-mail address. Provide your answer below
Please provide the name of your agency's chief financial officer. Provide your answer below
Please provide the official title of your agency's chief financial officer. Provide your answer below
Please provide the contact phone number for your agency's chief financial officer. Provide your answer below
Please provide the contact e-mail address for your agency's chief financial officer. Provide your answer below

Organization Information
Organization Overview
Provide a brief overview of your organization. The narrative should, at a minimum, address the following items: services or programs provided;the number of years that the agency has provided these services and current service areas(s), including client populations served and geographic delivery area. Provide your answer below
Provide a summary of any pending lawsuits, unsatisfied judgments and/or judgment liens currently filed against Respondent or any officer, owner,principal,employee,subsidiary, or affiliate of the Respondent. If non, please write "N/A". Provide your answer below
What is the Program Manager's Name? Provide your answer below
Identify the individuals/entities who/that will comprise the program team. (For roles that have not yet been filled, a title is sufficient) Provide your answer below
Please provide the service area boundaries (i.e. North, South, East, West, street names) for this program. Provide your answer below
In which City of Chicago ward(s) is/are the proposed program located? Provide your answer below

Organization Overview
<p>In which City of Chicago community area(s) is/are the proposed program located? Provide your answer below</p>
Program Overview
<p>Briefly describe the mission of your organization and any major accomplishments in the last 12 months. Provide your answer below</p>
<p>Describe the proposed program. The narrative, at a minimum, should include some details about your proposed capacity building. The narrative should also include content ideas and a list of proposed partners. Provide your answer below</p>
<p>Describe your organization's experience in executing programs similar in scope to the proposed program (i.e., objectives, size, scale, and budget) over the past three years within the City of Chicago. Provide your answer below</p>
<p>Describe how you plan to engage other organizations and small businesses in low to moderate income communities to promote the program. Provide your answer below</p>
<p>Describe how you will provide culturally relevant and disability-accessible content.</p>

Program Overview
..... Provide your answer below
Describe your plan to engage partners and sub-contractors. Provide your answer below
Provide a timeline of key milestones and the proposed program schedule. All activities for this phase of the program need to be completed by December 31, 2023. Provide your answer below
Organizational Capacity and Monitoring
Do you have outstanding issues with the IRS, including but not limited to late filings or unpaid taxes? If yes, please describe. Provide your answer below
Is your organization in compliance with its board-approved bylaws, fiscal policies/procedures, employee handbook? Provide your answer below
Please provide a copy of your last three Form 990 submissions, or equivalent, filings. If your nonprofit organization is new, please provide a copy of your Illinois Certificate of Good Standing. Please acknowledge that you have uploaded all the required and relevant filing documents. Provide your answer below

Organizational Capacity and Monitoring
<p>Please describe how you will measure the project's performance, collect data, and track or verify outcomes, such as determining eligibility and tracking staff time. Discuss who will be responsible for monitoring and reporting program progress and their specific qualifications.</p> <p>.....</p> <p>Provide your answer below</p>
<p>Describe how your organization will monitor program expenditures, ensure that appropriate fiscal controls and records are in place, and voucher to the city within the pre-established deadline.</p> <p>.....</p> <p>Provide your answer below</p>
<p>Describe your organization's financial capacity (cash-flow) to expend funds prior to reimbursement.</p> <p>.....</p> <p>Provide your answer below</p>
Budget Information
<p>What is the requested Grant Amount? The amount should not exceed noted funding limit for this RFP and should match the attached proposed budget.</p> <p>.....</p> <p>Provide your answer below</p>
<p>Complete and attach the budget forms provided, include all costs associated with the program, including all staff that will be needed to administer the program, and a timeline estimate. Please acknowledge you have attached the provided budget form.</p> <p>.....</p> <p>Provide your answer below</p>

Budget Information
Explain why you consider your program costs to be reasonable. Provide your answer below

1.4 Attachments

Name	Data Type	Description
ATTACHMENT 01: RFP Supplemental Document	File	

1.5 Response Rules

- Solicitation is restricted to invited suppliers
- Suppliers are allowed to respond to selected lines
- Suppliers are allowed to provide multiple responses
- Buyer may close the solicitation before the Close Date
- Buyer may manually extend the solicitation while it is open

2 Price Schedule

2.1 Line Information

Display Rank As **No indicator displayed**
 Ranking **Price Only**
 Cost Factors **None**

Line	Item, Rev / Job	Target Quantity	Unit	Unit Price	Amount
1	0005 - Personnel	1	USD		
2	0044 - Fringe Benefits	1	USD		
3	0100 - Operating/Technical	1	USD		
4	0140 - Professional and Technical Services	1	USD		
5	0200 - Travel	1	USD		
6	0300 - Materials and Supplies	1	USD		
7	0400 - Equipment	1	USD		
8	0801 - Indirect	1	USD		
9	0999 - Other	1	USD		

2.2 Line Details

2.2.1 Line 1 0005 - Personnel

Category	94855.DA.	Start Price (USD)	Not Specified
Shopping Category	Not Specified	Target Price (USD)	Not Specified
Minimum Release Amount (USD)	Not Specified		
Estimated Total Amount (USD)	Not Specified		

2.2.2 Line 2 0044 - Fringe Benefits

Category	94855.DA.	Start Price (USD)	Not Specified
Shopping Category	Not Specified	Target Price (USD)	Not Specified
Minimum Release Amount (USD)	Not Specified		
Estimated Total Amount (USD)	Not Specified		

2.2.3 Line 3 0100 - Operating/Technical

Category	94855.DA.	Start Price (USD)	Not Specified
Shopping Category	Not Specified	Target Price (USD)	Not Specified
Minimum Release Amount (USD)	Not Specified		
Estimated Total Amount (USD)	Not Specified		

2.2.4 Line 4 0140 - Professional and Technical Services

Category	94855.DA.	Start Price (USD)	Not Specified
Shopping Category	Not Specified	Target Price (USD)	Not Specified
Minimum Release Amount (USD)	Not Specified		
Estimated Total Amount (USD)	Not Specified		

2.2.5 Line 5 0200 - Travel

Category	94855.DA.	Start Price (USD)	Not Specified
Shopping Category	Not Specified	Target Price (USD)	Not Specified
Minimum Release Amount (USD)	Not Specified		
Estimated Total Amount (USD)	Not Specified		

2.2.6 Line 6 0300 - Materials and Supplies

Category	94855.DA.	Start Price (USD)	Not Specified
Shopping Category	Not Specified	Target Price (USD)	Not Specified
Minimum Release Amount (USD)	Not Specified		
Estimated Total Amount (USD)	Not Specified		

2.2.7 Line 7 0400 - Equipment

Category	94855.DA.	Start Price (USD)	Not Specified
Shopping Category	Not Specified	Target Price (USD)	Not Specified
Minimum Release Amount (USD)	Not Specified		
Estimated Total Amount (USD)	Not Specified		

2.2.8 Line 8 0801 - Indirect

Category	94855.DA.	Start Price (USD)	Not Specified
Shopping Category	Not Specified	Target Price (USD)	Not Specified
Minimum Release Amount (USD)	Not Specified		
Estimated Total Amount (USD)	Not Specified		

2.2.9 Line 9 0999 - Other

Category	94855.DA.	Start Price (USD)	Not Specified
Shopping Category	Not Specified	Target Price (USD)	Not Specified
Minimum Release Amount (USD)	Not Specified		
Estimated Total Amount (USD)	Not Specified		

CITY OF CHICAGO



**REQUEST FOR PROPOSALS (RFP) FOR
Encouraging Diversity, Growth, and Equity (EDGE):
Chicago Supplier Development Program**

RFP # 9514

**ISSUED BY: CITY OF CHICAGO DEPARTMENT OF
BUSINESS AFFAIRS & CONSUMER PROTECTION**

All proposals must be submitted via the eProcurement system.

<http://www.cityofchicago.org/eprocurement>

Questions concerning the RFP should be directed to

Isabel Velez Diez

Director of Economic Recovery

Department of Business Affairs & Consumer Protection

121 N. LaSalle, Room 805

Chicago, Illinois 60602

Email: EDGE@cityofchicago.org

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OVERVIEW OF DEPARTMENT

The City of Chicago's Department of Business Affairs and Consumer Protection (BACP) empowers and educates entrepreneurs and business owners to start, grow, and succeed. BACP supports entrepreneurs through the provision of business education, access to support and the administration of resources through a network of nearly 70 business service organizations. Additionally, BACP licenses businesses and public vehicles, supports consumers, promotes and enforces Chicago's labor laws.

PROGRAM DESCRIPTION

The goal of this program is to provide targeted support to small businesses who want to become city contractors. This program also aims to support those businesses succeed once they become City contractors. This will be achieved by providing them with capacity-building services, such as: business development, proposal development, contract management, etc. This program also aims to assist firms which are generally subcontractors become the main contractors on City funded projects. Grantees will work with the City of Chicago (City) to:

1. Design, organize, and execute capacity building programs and
2. Provide community-based outreach.

Selected organizations will receive a one-year award, with the potential for 2 1-year extensions based on project performance and funding availability. Extensions will be determined based on execution of contract terms, program effectiveness, and available funds.

Design, organize, and execute capacity building programs.

Business service organizations (BSOs) who are interested in responding to this RFP will provide targeted support to small businesses who want to become city contractors, applicants should be skilled at identifying barriers, and provide support for procurement opportunities. Supports are encouraged to have a mix of low-touch group workshops and high-touch 1:1 counseling. BSOs will be responsible for helping small businesses with:

1. Business Development,
 - a. The awardee(s) will support business development by providing tools that can be applied immediately, supporting growth opportunities and aiding them in building long-term relationships with vendors.
 - b. The awardee(s) will help businesses learn and develop skills in:
 - i. Accessing Capital
 - ii. Bonding and Insurance
 - iii. Business Planning/Strategies
 - iv. Understanding Contracting Fundamentals
 - v. Estimating and Bidding

- vi. Finance and Financial Management
 - vii. Financing to Scale Business Operations
 - viii. Finding Contracting Opportunities
 - ix. Understanding Government Contracting
 - x. Human Resources
 - xi. Marketing and Sales
 - xii. How to obtain an M/WBE Certification
 - xiii. Project Management
2. Proposal and Grant Writing
 - a. The awardee(s) will inform, educate and provide frequent, in-depth workshops on specific topics for small business owners seeking assistance in developing proposals. The awardee(s) will be expected to design in-depth workshop presentations as well as offer supplemental assistance, including group learning sessions and 1:1 coaching.
 3. Contract Management.
 - a. The awardee(s) will provide the following type of assistance to small businesses that are new to city contracting:
 - i. Preparation of financial reports
 - ii. insurance placement
 - iii. bonding application
 - iv. referrals to qualified resources such as bankers, accountants, insurance brokers, business consultants, economic development advisors and other agencies.
 - b. The awardee(s) will be expected to design in-depth workshop presentations as well as offer supplemental assistance, including group learning sessions and 1:1 coaching.

The grantee(s) program design must include an application process for small businesses to receive these services. The selection criteria must be designed in a fair and equitable manner.

Priority businesses:

1. Small businesses with no or limited City contracting experience.
2. Businesses who have been subcontractors and want to become prime contractors.

Community-Based Outreach

The grantee will be expected to build awareness around City opportunities and this program. The grantee will be expected to design culturally relevant programming and have deep relationships with community, and/or subcontract with community-based organizations.

Expected Tasks:

- Connecting individual small businesses with relevant opportunities
- Presenting at existing roundtables and events in the community
- Conducting outreach to source feedback from community
- Circulating information about City initiatives in the neighborhood
- Facilitating other necessary community engagement programs

*The City of Chicago will work with grantees to assure program design is aligned with the program requirements outlined in this document. Additionally, the City of Chicago retains the right to approve all marketing and communications materials.

ELIGIBILITY & PROGRAM GUIDANCE

The EDGE: Chicago Supplier Development Program will award 1 to 2 contracts to organizations that will provide capacity building services for eligible small businesses seeking to contract with the City of Chicago.

BACP has reserved approximately \$250,000 to fund the entire program, an estimated \$125,000 per organization. Upon program award, BACP expects to work with the awardee(s) to adjust the program design and scope, which may have an impact on total program cost.

Funds can be used for all direct and indirect program management expenses involved in administering the program. The City of Chicago encourages applicants to allocate funds in their budget for program reporting & evaluation.

Successful proposals will reflect a clear understanding of the potential city contractor's needs, the local supplier development ecosystem, and City of Chicago processes. Applicants are strongly encouraged to coordinate with other organizations to present a strong proposal. Successful proposals will also demonstrate the capacity to implement culturally relevant programs, which includes the ability to translate materials in languages requested by the City of Chicago, which include but is not limited to Spanish.

Proposals must also demonstrate the capacity to engage small businesses located in low-to moderate income communities.

REPORTING REQUIREMENTS

Grantees will be required to maintain requested data using a City-approved platform and to submit reports, including impact data, to the City. Grantees will be required to provide all data in a dynamic file type, such as Microsoft Excel.

Requested data will include, at minimum:

- Total of businesses served (quarterly reporting)
- Total # of group and 1:1 workshop hour.
- Business information from participants
- Business owner demographic information from participants; providing such information is voluntary for business owners and not a condition to receive services
- Pre- and post-program surveys
- Lessons Learned

RFP DUE DATE

APPLICATION DUE DATE: **Thursday, June 8, 2023, at 11:59 AM CDT. (BEFORE NOON)**

SELECTION CRITERIA

All proposals received by the deadline will undergo a technical review to determine whether all required components have been addressed and included. Proposals determined by BACP to be incomplete will not be considered. BACP reserves the right to waive irregularities that, within its sole discretion, BACP determines to be minor. If such irregularities are waived, similar irregularities in all proposals will be waived.

Proposals will be scored based on the following, with 100 being the maximum score.

- **Program Overview – 40 points**
 - The mission of the organization is aligned with objectives of the program
 - Strength of plan to address small business needs
 - Ongoing plan for performance management
 - Collaboration with other capacity builders
 - Detailed plan with timeline
- **Organizational Capacity and Monitoring – 33 points**
 - Proven track record – demonstrated prior experience and performance
 - Ability to conduct community engagement
 - Financial capacity to administer the program in compliance with regulations within an expedited timeframe
- **Budget Information – 12 points**
 - Overall program cost
 - Completeness of budget (degree to which budget includes all likely costs)
 - Efficiency of program

- Submission of required documents
- **Overall Responsiveness – 15 points**

PROPOSED CONTRACT TERM

The anticipated initial contract period will be July 1, 2023 through December 31, 2023, with up to two extensions, each not to exceed one year, at the discretion of the City based on the availability of funds, the need to extend services, and the respondent's performance.

All Proposals submitted to the City are subject to the Freedom of Information Act. The City will make the final determination as to whether information, even if marked "confidential", will be disclosed pursuant to a request under the Freedom of Information Act or valid subpoena.

REQUIRED PROPOSAL CONTENT

Applicants are advised to adhere to the applications requirements of the RFP. Failure to comply may be cause for rejection of the non-compliant proposal. Applicants must provide information in the appropriate areas throughout the RFP. By submitting a response to this RFP, you are acknowledging that if your proposal is accepted by the city, the proposal and related submittals may become part of the contract.

The City reserves the right to request clarification and/or additional information from the respondents during the evaluation and selection process. Any respondent that makes a material misrepresentation will be eliminated from further consideration. The City reserves the right to disregard any informality in the submission. All submitted materials are the property of the City.

PROGRAM CONTACT

Isabel Velez Diez, Director of Economic Recovery

Department of Business Affairs and Consumer Protection

121 N. LaSalle, Room 805

Chicago, Illinois 60602

Email: EDGE@cityofchicago.org

PRE-SUBMITTAL CONFERENCE

A virtual pre-submittal conference will be held on the following date:

Tuesday, May 16, 2023 from 1:00 PM – 2:00 PM, Registration is available by clicking [here](#).

The purpose of the pre-submitting event is to clarify the RFP process and the scope of the required services. Attendance is not mandatory, but it is strongly suggested the interested applicants attend. Questions can be emailed to EDGE@cityofchicago.org

E-PROCUREMENT SYSTEM

Proposals must be submitted via online application. Emailed or faxed proposals will not be accepted.

To complete an application for this RFP, applicants will need to set up an account in the new eProcurement/iSupplier system.

The Department of Procurement Services (DPS) manages the iSupplier registration process. All delegate agencies are required to register in the iSupplier portal at www.cityofchicago.org/eProcurement. All vendors must have a Federal Employer Identification Number (FEIN) and an IRS W9 for registration and confirmation of vendor business information.

1. New Vendors – Must register at www.cityofchicago.org/eProcurement. Registration in iSupplier is the first step to ensuring your agency's ability to conduct business with the City of Chicago and DPD. Please allow five to seven days for your registration to be processed.
2. Existing Vendors – Must request an iSupplier invitation via email. Include your Complete Company Name and City of Chicago Vendor/Supplier Number (found on the front page of your contract) in your email to customersupport@cityofchicago.org. You will then receive a response from DPS so you can complete the registration process. Please check your junk email folder if you have made a request and not heard back as many agencies have reported responses going their junk folder.

To receive training about all aspects of the eProcurement system, register using the link below and include the name of the agency which you will represent. Training will cover eProcurement functions such as iSupplier registration and overview, responding to RFPs, creating invoices and reviewing / tracking payments.

For further eProcurement help use the following contacts:

- Questions on Registration: customersupport@cityofchicago.org
- Questions on eProcurement for Delegate Agencies including: CustomerSupport@cityofchicago.org or contact the eProcurement hotline at 312-744-4357 (HELP)
- Online Training Materials: <https://www.cityofchicago.org/city/en/depts/dps/isupplier/online-training->

[materials.html](#)

If you are having difficulty registering additional people, please refer to this handout:
https://www.cityofchicago.org/content/dam/city/depts/dps/isupplier/training/Vendor_Create_New_Address_and_Contact.pdf

Here is a link to all additional technical assistance videos and handouts:
<https://www.cityofchicago.org/city/en/depts/dps/isupplier/online-training-materials.html>

Additionally, respondents may e-mail CustomerSupport@cityofchicago.org to receive more specific advice and troubleshooting.

Respondents must submit an application for the request for proposal via eProcurement.

For this application, all answers to application questions are limited to 4,000 characters, including spaces and punctuation.

FOR RESPONDENTS WISHING TO SUBMIT MORE THAN ONE APPLICATION

Organizations submitting more than one proposal may do so by submitting each proposal under a separate, unique registered account user with online bidding responsibilities within the organization's iSupplier account, using their individual login information.

If you are having difficulty registering additional people, please refer to this handout:
https://www.cityofchicago.org/content/dam/city/depts/dps/isupplier/training/Vendor_Create_New_Address_and_Contact.pdf

Here is a link to all additional technical assistance videos and handouts:
<https://www.cityofchicago.org/city/en/depts/dps/isupplier/online-training-materials.html>

Additionally, Respondents may e-mail CustomerSupport@cityofchicago.org to receive more specific advice and troubleshooting.

CANCELLATION

The City reserves the right, at any time and in its sole and absolute discretion, to reject any or all submissions, or to withdraw the RFP without notice. In no event shall the City be liable to respondents for any cost or damages incurred by respondents, team members, consultants, or other interested parties in connection with the RFP process, including but not limited to any and all costs of preparing the preliminary cost budget, architectural drawings and renderings or other submitted materials, and participation in any conferences, oral presentations, or negotiations.

Compliance with Laws, Statutes, Ordinances and Executive Orders

Grant awards will not be final until the City and the respondent have fully negotiated and executed a grant agreement. All payments under grant agreements are subject to annual appropriation and availability of funds. The City assumes no liability for costs incurred in responding to this RFP or for costs incurred by the respondent in anticipation of a grant agreement. As a condition of a grant award, respondents must comply with the following and with each provision of the grant agreement:

1. Conflict of Interest Clause: No member of the governing body of the City of Chicago or other unit of government and no other officer, employee, or agent of the City of Chicago or other government unit who exercises any functions or responsibilities in connection with the carrying out of the project shall have any personal interest, direct or indirect, in the grant agreement.

The respondent covenants that he/she presently has no interest, and shall not acquire any interest, direct, or indirect, in the project to which the grant agreement pertains which would conflict in any manner or degree with the performance of his/her work hereunder. The respondent further covenants that in the performance of the grant agreement no person having any such interest shall be employed.

2. Governmental Ethics Ordinance, Chapter 2-156: All respondents agree to comply with the Governmental Ethics Ordinance, Chapter 2-156 which includes the following provisions: a) a representation by the respondent that he/she has not procured the grant agreement in violation of this order; and b) a provision that any grant agreement which the respondent has negotiated, entered into, or performed in violation of any of the provisions of this Ordinance shall be voidable by the City.
3. Selected respondents shall establish procedures and policies to promote a drug-free workplace. The selected respondent shall notify employees of its policy for maintaining a drug-free workplace, and the penalties that may be imposed for drug abuse violations occurring in the workplace. The selected respondent shall notify the City if any of its employees are convicted of a criminal offense in the workplace no later than ten days after such conviction.
4. Business Relationships with Elected Officials - Pursuant to Section 2-156-030(b) of the Municipal Code of Chicago, as amended (the "**Municipal Code**") it is illegal for any elected official of the City, or any person acting at the direction of such official, to contact, either orally or in writing, any other City official or employee with respect to any matter involving any person with whom the elected official has a business relationship, or to participate in any discussion in any City Council committee hearing or in any City Council meeting or to vote on any matter involving the person with whom an elected official has a business relationship. **Violation of Section 2-156-030(b) by any elected official with respect to the grant agreement shall be grounds for termination of the grant agreement.** The term business relationship is defined as set forth in Section 2-156-080 of the Municipal Code.

Section 2-156-080 defines a "business relationship" as any contractual or other private business dealing of an official, or his or her spouse or domestic partner, or of any entity

in which an official or his or her spouse or domestic partner has a financial interest, with a person or entity which entitles an official to compensation or payment in the amount of \$2,500 or more in a calendar year; provided, however, a financial interest shall not include: (i) any ownership through purchase at fair market value or inheritance of less than one percent of the share of a corporation, or any corporate subsidiary, parent or affiliate thereof, regardless of the value of or dividends on such shares, if such shares are registered on a securities exchange pursuant to the Securities Exchange Act of 1934, as amended; (ii) the authorized compensation paid to an official or employee for his office or employment; (iii) any economic benefit provided equally to all residents of the City; (iv) a time or demand deposit in a financial institution; or (v) an endowment or insurance policy or annuity contract purchased from an insurance company. A "contractual or other private business dealing" shall not include any employment relationship of an official's spouse or domestic partner with an entity when such spouse or domestic partner has no discretion concerning or input relating to the relationship between that entity and the City.

5. Compliance with Federal, State of Illinois and City of Chicago regulations, ordinances, policies, procedures, rules, executive orders and requirements, including Disclosure of Ownership Interests Ordinance (Chapter 2-154 of the Municipal Code); the State of Illinois - Certification Affidavit Statute (Illinois Criminal Code); State Tax Delinquencies (65ILCS 5/11-42.1-1); Governmental Ethics Ordinance (Chapter 2-156 of the Municipal Code); Office of the Inspector General Ordinance (Chapter 2-56 of the Municipal Code); Child Support Arrearage Ordinance (Section 2-92-380 of the Municipal Code); and Landscape Ordinance (Chapters 32 and 194A of the Municipal Code).
6. If selected for grant award, respondents are required to (a) execute the Economic Disclosure Statement and Affidavit, and (b) indemnify the City as described in the grant agreement between the City and the successful respondents.
7. **Prohibition on Certain Contributions, Mayoral Executive Order 2011-4.** Neither you nor any person or entity who directly or indirectly has an ownership or beneficial interest in you of more than 7.5% ("**Owners**"), spouses and domestic partners of such Owners, your Subcontractors, any person or entity who directly or indirectly has an ownership or beneficial interest in any Subcontractor of more than 7.5% ("**Sub-owners**") and spouses and domestic partners of such Sub-owners (you and all the other preceding classes of persons and entities are together, the "**Identified Parties**"), shall make a contribution of any amount to the Mayor of the City of Chicago (the "**Mayor**") or to his political fundraising committee during (i) the bid or other solicitation process for the grant agreement or Other Contract, including while the grant agreement or Other Contract is executory, (ii) the term of the grant agreement or any Other Contract between City and you, and/or (iii) any period in which an extension of the grant agreement or Other Contract with the City is being sought or negotiated.

You represent and warrant that since the date of public advertisement of the specification, request for qualifications, request for proposals or request for information (or any combination of those requests) or, if not competitively procured, from the date the City approached you or the date you approached the City, as applicable, regarding the

formulation of the grant agreement, no Identified Parties have made a contribution of any amount to the Mayor or to his political fundraising committee.

You shall not: (a) coerce, compel or intimidate your employees to make a contribution of any amount to the Mayor or to the Mayor's political fundraising committee; (b) reimburse your employees for a contribution of any amount made to the Mayor or to the Mayor's political fundraising committee; or (c) bundle or solicit others to bundle contributions to the Mayor or to his political fundraising committee.

The Identified Parties must not engage in any conduct whatsoever designed to intentionally violate this provision or Mayoral Executive Order No. 2011-4 or to entice, direct or solicit others to intentionally violate this provision or Mayoral Executive Order No. 2011-4.

Violation of, non-compliance with, misrepresentation with respect to, or breach of any covenant or warranty under this provision or violation of Mayoral Executive Order No. 2011-4 constitutes a breach and default under the grant agreement, and under any Other Contract for which no opportunity to cure will be granted. Such breach and default entitles the City to all remedies (including without limitation termination for default) under the grant agreement, under any Other Contract, at law and in equity. This provision amends any Other Contract and supersedes any inconsistent provision contained therein.

If you violate this provision or Mayoral Executive Order No. 2011-4 prior to award of the Agreement resulting from this specification, the Commissioner may reject your bid.

For purposes of this provision:

"Other Contract" means any agreement entered into between you and the City that is (i) formed under the authority of Municipal Code Ch. 2-92; (ii) for the purchase, sale or lease of real or personal property; or (iii) for materials, supplies, equipment or services which are approved and/or authorized by the City Council.

"Contribution" means a "political contribution" as defined in Municipal Code Ch. 2-156, as amended.

"Political fundraising committee" means a "political fundraising committee" as defined in Municipal Code Ch. 2-156, as amended.

8. (a) The City is subject to the June 24, 2011 "City of Chicago Hiring Plan" (the "2011 City Hiring Plan") entered in *Shakman v. Democratic Organization of Cook County*, Case No 69 C 2145 (United States District Court for the Northern District of Illinois). Among other things, the 2011 City Hiring Plan prohibits the City from hiring persons as governmental employees in non-exempt positions on the basis of political reasons or factors.
- (b) You are aware that City policy prohibits City employees from directing any individual to apply for a position with you, either as an employee or as a subcontractor, and from directing you to hire an individual as an employee or as a subcontractor. Accordingly,

you must follow your own hiring and contracting procedures, without being influenced by City employees. Any and all personnel provided by you under the grant agreement are employees or subcontractors of you, not employees of the City of Chicago. The grant agreement is not intended to and does not constitute, create, give rise to, or otherwise recognize an employer-employee relationship of any kind between the City and any personnel provided by you.

(c) You will not condition, base, or knowingly prejudice or affect any term or aspect of the employment of any personnel provided under the grant agreement, or offer employment to any individual to provide services under the grant agreement, based upon or because of any political reason or factor, including, without limitation, any individual's political affiliation, membership in a political organization or party, political support or activity, political financial contributions, promises of such political support, activity or financial contributions, or such individual's political sponsorship or recommendation. For purposes of the grant agreement, a political organization or party is an identifiable group or entity that has as its primary purpose the support of or opposition to candidates for elected public office. Individual political activities are the activities of individual persons in support of or in opposition to political organizations or parties or candidates for elected public office.

(d) In the event of any communication to you by a City employee or City official in violation of paragraph (b) above, or advocating a violation of paragraph (c) above, you will, as soon as is reasonably practicable, report such communication to the Hiring Oversight Section of the City's Office of the Inspector General ("IGO Hiring Oversight"), and also to the head of the Department. You will also cooperate with any inquiries by IGO Hiring Oversight related to this Agreement.

9. Federal funding-specific requirements: Section 601(a) of the Social Security Act, as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act (Pub. L. 116-136), and implementing regulations promulgated thereunder.

10. All federal statutes relating to nondiscrimination, including, but not limited to:

1. Title VI of the Civil Rights Act of 1964 (Pub. L. 88-352) which prohibits discrimination on the basis of race, color or national origin;
2. Title IX of the Education Amendments of 1972 (20 U.S.C. §§ 1681-1683, 1685-1686) which prohibits discrimination on the basis of sex;
3. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794) which prohibits discrimination on the basis of handicaps;
4. Age Discrimination in Employment Act of 1967 and The Age Discrimination Act of 1975 (42 U.S.C. §§ 6101-6107) which prohibits discrimination on the basis of age;
5. The Drug Abuse Office and Treatment Act of 1972 (Pub. L. 92-255) relating to nondiscrimination on the basis of drug abuse;
6. The Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (Pub. L. 91-616) relating to nondiscrimination on the basis of alcohol abuse or alcoholism;
7. Sections 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§ 290 dd-3 and 290 ee-3) relating to confidentiality of alcohol and drug abuse patient records;

8. Title VIII of the Civil Rights Act of 1968 (42 U.S.C. § 3601 et seq.) relating to nondiscrimination in the sale, rental or financing of housing;
9. The Civil Rights Restoration Act of 1987;
10. Executive Order 12250;
11. Federal Equal Pay Act of 1963;
12. Civil Rights Act of 1991; and
13. Executive Order 11063, as amended by Executive Order 12259; and
14. Section 188 of the Workforce Investment Act of 1998 (20 U.S.C. 9201), and any other applicable nondiscrimination statutes.