CITY OF CHICAGO  
DEPARTMENT OF PROCUREMENT SERVICES  
ROOM 403, CITY HALL, 121 N. LASALLE STREET

NON-COMPETITIVE REVIEW BOARD (NCRB)  
JUSTIFICATION FOR NON-COMPETITIVE PROCUREMENT

COMPLETE THIS SECTION IF NEW CONTRACT

For contract(s) in this request, fill in each of the four (4) major subject areas below in accordance with the instructions for Preparation of Non-Competitive Procurement Form on the reverse side. Complete "Other" subject area if additional information is needed. Subject areas must be fully completed. Responses merely referencing attachments will not be accepted.

Request that negotiations be conducted only with Trent Hinkle for the product(s) and/or service(s) described herein.

This is a request for:

☐ One-Time Contractor Requisition #: [REQUISITION], copy attached or ☐ Term Agreement or ☐ Delegate Agency (Check one).

If Delegate Agency, this request is for "blanket approval" for all contracts within the [DELEGATION LIMIT] (Attach List).

Pre-Assigned Specification No.: [SPECIFICATION]  
Pre-Assigned Contract No.: [CONTRACT NO.]

COMPLETE THIS SECTION IF AMENDMENT OR MODIFICATION TO CONTRACT

Describe in detail the change in terms of dollars, time period, scope of services, etc., its relationship to the original contract and the specific reasons for the change. Indicate both the original and the adjusted contract amount and/or expiration date with this change, as applicable. Attach copy of all supporting documents. Request approval for a contract amendment or modification to the following:

Contract #: [CONTRACT NO.]

Specification #: [SPECIFICATION]  
Modification #: [MODIFICATION]

Company or Agency Name: Trent Hinkle

Contract or Program Description: Horse Care/Farrier Service to Chicago Police Department Mounted Patrol Unit

(Attach List, if multiple)

Lieutenant, Paul R. Bauer  
Originator Name (mm/dd/yy) 312-747-5425  
Telephone  
Signature  
Department Chicago Police Department Mounted Patrol Unit  
Date

☐ PROCUREMENT HISTORY

Trent Hinkle has provided shoeing and hoof care for Police Horses since 1993 as an assistant to Stanley Ahrens. He is available 24 hours a day, 365 days a year in case of emergency. He is familiar with the Department's horses. It takes up to six months to determine the correct shoeing method for an individual horse. Changing Farriers could result in lame horses. Farriers are experts in their field and their work requires special training.

☐ ESTIMATED COST

Contract will not exceed $60,000 for a one year period. $300,000 for a 5 year contract.

☐ SCHEDULE REQUIREMENTS

Initial contract period 5 years
Mr. Hinkle has provided his services to the unit since 1993. He has been a farrier for thirty years. His work is excellent and he is intricately familiar with the unit's operational needs. The art of horseshoeing involves much more than replacing or resetting horse shoes. It involves an evaluation of the particular needs of each horse based upon its conformation. This skill can only be developed through job knowledge and familiarity of the horse. Quite often it involves corrective shoeing to address a problem. Mr. Hinkle's expertise has helped cure lameness problems in our horses that would have otherwise resulted in the loss of those horses for an extended period of time. Persons familiar with horses are aware of how critical a service; a competent, experienced farrier provides.
DPS PROJECT CHECKLIST

IMPORTANT: ALL INFORMATION SHOULD BE COMPLETED, ATTACH ALL REQUIRED MATERIALS AND SUBMIT FOR ROUTING TO THE DEPARTMENT OF PROCUREMENT SERVICES, ROOM 403, CITY HALL, 121 N. LASALLE STREET, CHICAGO, ILLINOIS 60602, ATTENTION: CHIEF PROCUREMENT OFFICER.

General Information:

Date: 27/APRIL/2011
Requisition No.: 59457
Need by (estimated date): ASAP
Specification No.: (if known) 90548
PO No.: (if known) NA
Modification No.: (if known) NA
Previous PO No.: (if known) NA
Project Description: HCRSE FERRIER SOLE SOURCE REQUEST CONTRACT FOR A PERIOD OF 5 YRS CPD

Contact Person: MOLLY M. WALLER
Project Manager: NA
Telephone: 312-745-5599*
Fax: 312-745-6841
Email: molly.waller@chicagopolice.org

Funding:

City: ☑ Corporate
State: ☐ IDOT/Transit
Federal: ☐ FHWA
Line: ☑ 01
F Y: 011
FUND: 0100
DEPT: 057
ORGN: 0574638
APPR: 0140
ACTV: 22140
PROJECT: RJTC
RPTG: 300,000

$ DOLLAR AMOUNT

Term Estimated Value $ 300,000.00

Scope Statement:
☐ Attached is a Detailed Scope of Services and/or Specification. E-mail so copy in Microsoft Word to DPS Unit Manager

Purchase Order Type (Check All That Apply):

☐ New Request
☐ Modification/Amendment
☐ Blanket/Term/DUR/Agreement
☐ Time Extension**
☐ Master Agreement (Task Order)
☐ Vendor Limit Increase
☐ Standard/One-Time Purchase
☐ Scope Change/Price Increase/Additional Line Item(s)
☐ Other (specify):
☐ Requisition
☐ Special Approvals
☐ Non-Competitive Review Board (NCRB)

Contract Term: 5YRS
** Requested Term (Number of Months): NA

Pre-Bid/Submittal Requirements:

Mandatory Pre Bid/Submittal Conference? ☐ Yes* ☑ No
Requesting Site Visit? ☑ Yes ☐ No

*If yes, explain reasons why mandatory attendance is necessary.
ARCHITECTURAL/ENGINEERING SUPPLEMENTAL CHECKLIST

Required Attachments: Scope of Services, including location, description of project, services required, deliverables, and other information as required.

Risk Management
Current Insurance Requirements prepared/approved by Risk Management:
Will services be performed within 50 feet of CTA train or other railroad property?
Will services be performed on or near a waterway?

If applicable, Pre-Qualification Category No. Category Description:
For Pre-Qualification Program, attach list of suggested firms to be solicited.

Other Agency Concurrence Required: □ None □ State □ Federal □ Other

If Amendment request, please verify and provide the following:
Contractor's Name:
Contractor's Address:
Contractor's e-mail Address:
Contractor's Phone Number:
Contractor's Contact Person:

Attach Recommendation of MBE/WBE/DBE Analysis Form

AVIATION CONSTRUCTION SUPPLEMENTAL CHECKLIST

DOA sign-off for final design documents:

Required Attachments:
Copy of Draft Contract Documents and Detailed Specifications

Risk Management:
Current Insurance Requirements prepared/approved by Risk Management:
Will work be performed within 50 feet of CTA or ATS structure or property?
Will work be performed airdside?

*NOTE: Any non-construction Aviation request, complete the applicable section.

Do bid documents contain Sensitive Security Information (SSI)? □ Yes* □ No □ Redacted
*If yes, attach Confidentiality Statement

Attach Recommendation of MBE/WBE/DBE Analysis Form

If Amendment request, please verify and provide the following:
Contractor's Name:
Contractor's Address:
Contractor's e-mail Address:
Contractor's Phone Number:
Contractor's Contact Person:
COMMODITIES SUPPLEMENTAL CHECKLIST

Required Attachments:
- Detailed Specifications (Scope of Services) including detailed description of the product, delivery location, user department contact, price escalation considerations
- Bidder's qualification, contract term and extension options
- Contractor's qualifications, citation of any applicable City/State/Federal statutes or regulations, citation of any applicable technical standards
- Price Lists/Catalogs, technical drawings and other exhibits and attachments as appropriate.

Attach Recommendation of MBE/WBE/DBE Analysis Form
Is this a Revenue Producing contract?

If Modification request, please verify and provide the following:
- Contractor's Name:
- Contractor's Address:
- Contractor's e-mail Address:
- Contractor's Phone Number:
- Contractor's Contact Person:

CONSTRUCTION SUPPLEMENTAL CHECKLIST

Required attachments:
- Copy of Draft (80% Completion), Contract Documents and Detailed Specifications
- Risk Management
  - Current Insurance Requirements prepared/approved by Risk Management:
  - Will services be performed within 50 feet of CTA train or other railroad property?
  - Will services be performed on or near a waterway?

Attach Recommendation of MBE/WBE/DBE Analysis Form

If Modification request, please verify and provide the following:
- Contractor's Name:
- Contractor's Address:
- Contractor's e-mail Address:
- Contractor's Phone Number:
- Contractor's Contact Person:

PROFESSIONAL SERVICES SUPPLEMENTAL CHECKLIST

If New Request (Check applicable boxes):
- Is this a Request for Information (RFI)?
- Is this a Request for Qualifications (RFQ)?
- Is this a Request for Proposal (RFP)?
- If RFQ or RFP, did any outside Consultant provide advice or deliverables in developing the RFQ or RFP?
  *If yes, Company Name: PO#
- Attach a narrative explaining the consulting services and deliverables provided.
- Is this a Non-Competitive Procurement?
  *If yes, attach completed Non-Competitive Justification form, vendor proposal and completed MBE/WBE compliance plan (Schedules C-1 and D-1) submitted to the Non-Competitive Review Board.
- Is this a request for Individual Contract Services?
  *If yes and you seek a sole source contract to hire a person as a Consultant, attach completed Office of Compliance "Request for Individual Contract Services" approval form signed by Department Head, Office of Compliance & OBM.
- Is this a Revenue Producing contract?
- Does this request involve the purchase of Software?
  *If yes, is City required to sign a software license?
  *If yes, attach descriptions of software and software license agreement.
PROFESSIONAL SERVICES SUPPLEMENTAL CHECKLIST (continued)

Required Attachments (IF RFP/RFQ OR SOLE SOURCE):
☐ Statement of Work (SOW), Deliverables or Scope of Services defined
☐ Does SOW involve any work in the public way?
  *If yes, attach list of locations.
☐ Does SOW involve any public improvement to property that requires performance bond or prevailing wage?
  *If yes, attach list of locations.
☐ Is City Council approval required?
☐ Project or Program Background Information
☐ Project Goals and Objectives
☐ Qualifications or Licenses/Certifications required for any disciplines
☐ Evaluation Criterion desired in RFP or RFQ
☐ Evaluation Committee (EC) members recommended. Attach list of names, titles and departments
☐ Technical and/or Functional Requirements, if applicable
☐ Cost Proposal/Schedule of Compensation structure (If Sole Source, over Contract Term by Milestone Deliverables)
☐ If an Information Technology (IT) project valued at $100,000.00 or more, attach approval transmittal sheet from Information Technology Governance Board (ITGB)

Attach Recommendation of MBE/WBE/DBE Analysis Form
☐ Yes ☐ No

If Amendment request, please verify and provide the following:
Contractor's Name:
Contractor's Address:
Contractor's e-mail Address:
Contractor's Phone Number:
Contractor's Contact Person:

VEHICLES/HEAVY EQUIPMENT SUPPLEMENTAL CHECKLIST

Required Attachments:
☐ Detailed Specifications including detailed description of the vehicle(s) or equipment, mounted equipment, if any, and options/accessories
☐ Special Provisions (Delivery, Warranty, Manuals, Training, Additional Unit Purchase Options, Bid Submittal Information, etc.)
☐ Delivery Location(s)
☐ Technical Literature
☐ Drawings, if any
☐ Part Number List (Manufacturer; Dealer; or Other Source)
☐ Current Price List(s)/Catalog(s)
☐ Special Approval Form
☐ Exhibits and Attachments

Attach Recommendation of MBE/WBE/DBE Analysis Form
☐ Yes ☐ No

Is this a Revenue Producing Contract?
☐ Yes ☐ No

If Modification request, please verify and provide the following:
Contractor's Name:
Contractor's Address:
Contractor's e-mail Address:
Contractor's Phone Number:
Contractor's Contact Person:
WORK SERVICES/FACILITY MAINTENANCE SUPPLEMENTAL CHECKLIST

Required Attachments:
☐ Detailed Specifications (Scope of Services) including detailed description of the work, locations (with supporting detail), user department contacts, work hours/days, laborer/supervisor mix, compensation and price escalation considerations
☐ Bidder's qualification, contract term and extension options
☐ Contractor's qualifications, citation of any applicable City/State/Federal statutes or regulations, citation of any applicable technical standards
☐ Price Lists/Catalogs, technical drawings and other exhibits and attachments as appropriate
☐ If an Information Technology (IT) project valued at $100,000.00 or more, attach approval transmittal sheet from information Technology Governance Board (ITGB)

Risk Management:
Will services be performed within 50 feet (50') of CTA train or other railroad property?
☐ Yes ☐ No
Will services be performed on or near a waterway?
☐ Yes ☐ No
Will services require the handling of hazardous/bio-waste material?
☐ Yes ☐ No
Will services require the blocking of streets or sidewalks which may affect public safety?
☐ Yes ☐ No

Attach Recommendation of MBE/WBE/DBE Analysis Form
Is this a Revenue Producing contract?
☐ Yes ☐ No

If Modification or Amendment request, please verify and provide the following:
Contractor's Name:
Contractor's Address:
Contractor's e-mail Address:
Contractor's Phone Number:
Contractor's Contact Person:
June 14, 2011

Ms. Rhee,

The Chicago Police Department is requesting a 5 year Sole Source contract for Horse Ferrier services with Trent Hinkle. This service is required in order to shoe CPD’s horses. Without said service CPD’s horse will become lame and not be able to perform duties as required.

Mr. Hinkle has provided his services to the unit since 1993. He has been a Ferrier for thirty years. He is the only one in the area that can shoe police horses. He has shoed horses for State police, County and Rosemont police. Chicago is the only remaining municipality that has a mounted unit. His work is excellent and he is intricately familiar with the unit's operational needs. The art of horseshoeing involves much more than replacing or resetting horse shoes. It involves an evaluation of the particular needs of each horse based upon its conformation. This skill can only be developed through job knowledge and familiarity of the horse. Quite often it involves corrective shoeing to address a problem. Mr. Hinkle's expertise has helped cure lameness problems in our horses that would have otherwise resulted in the loss of those horses for an extended period of time. Persons familiar with horses are aware of how critical a service; a competent, experienced Ferrier provides.

We respectfully ask that you approve our request.

Marvin J. Shear
Assistant Deputy Superintendent
Bureau of Administrative Services
Chicago Police Department
June 14, 2011

Jamie Rhee
Chief Procurement Officer
Department of Procurement Services
City Hall  Room 403

Att: Richard Butler

Subject: Full Waiver request for MBE and WBE
Spec.:  90548, Horse Ferrier

The Chicago Police Department respectfully requests that a full MBE waiver (25%) and full WBE waiver (5%) be granted to Trent Hinkle, Horse Ferrier. The said contractor is an extremely small business, employs none. He does not own any facility of which could give them some opportunities for outside/MBW/WBE sub contracts to do maintenance, repairs etc. The only materials that are required are tools and supplies of which are very specialized and do not have manufacturers or brokers that are MBE/WBE at this time.

Unfortunately there is no opportunity for MBE or WBE at this time. He has every intention to continue to review the list on the City’s website for future participation.

Please find attached memo from contract requesting full waiver.

Your attention to this matter is greatly appreciated.

Sincerely,

[Signature]

Marvin J. Shear
Assistant Deputy Superintendent
Bureau of Administrative Services
Chicago Police Department
April 11, 2011

Re: Chicago Mounted police Unit

To: Lt. Paul Bauer

This letter is in reference to the shoeing of the Mounted police horses. I feel that the services I provide are a uniquely qualified service and or specialized. It is important to know the Horses and the specialized shoes that they require. Without the proper knowledge of shoe size and some of the corrective shoeing that certain horses need it will result in problems and interruption in service of your Horses.

It is also dangerous without the best traction shoe on your streets for Horse and mounted officer. I have been working with the previous Farrier for a number of years and coming to your barn since about 1993.

Regards
Trent Hinkle
Farrier / Blacksmith Est. 1982

May 26, 2011

Molly Lonanecker  
Department of Procurement Services  
Chicago, IL 60624

Molly,

I am writing this letter to request for a full Waiver regarding my participation in the Minority and Woman's owned Business procurement Program (M/WBE) required by city of Chicago.

As Farrier (Horseshoer) for the Mounted Police unit I am a one man operation and my tools and supplies are specialized and most likely would not be able do business with anyone enrolled in the program.

In the future I may plan to take on an employee but it would have to be someone familiar with horses. It is not easy to fill the need for an apprentice or someone established in the business.

Sincerely,

Trent Hinkle

Trent Hinkle
Trent Hinkle
880 Dietz St.
Marengo IL 60152

Phone: Home 815-568-6029
Cell 815-245-1369

t.hinkle1986@att.net

Farrier / Blacksmith  Est. 1982

Price list for 2011
Chicago Mounted unit :

Shoe all 4 or reset 4  145.00
Boriem shoe’s per pair new 30.00
Snow pads or other pads per pair 25.00
Bar shoes  40.00
Trim no shoes  50.00

28 horses in Barn
   Avg. 9 Shoeing a Year
   Avg. 5 of Shoeing with pads
   avg. 20 Trims per Year

Emergency call  100.00

July 6, 2011
**HORSE SHOEING**

Price List for 2011
Chicago Mounted Unit

---

**INVOICE**

<table>
<thead>
<tr>
<th>Description</th>
<th>Unit Price</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Shoe all 4 or nearest 4</td>
<td>145</td>
<td>-</td>
</tr>
<tr>
<td>Bowens Shoes Per Pair New</td>
<td>30</td>
<td>-</td>
</tr>
<tr>
<td>Snow Pads or other Pads</td>
<td>25</td>
<td>-</td>
</tr>
<tr>
<td>Bar Shoes Per Pair</td>
<td>40</td>
<td>-</td>
</tr>
<tr>
<td>Trim our shoes</td>
<td>50</td>
<td>-</td>
</tr>
</tbody>
</table>

28 horses in Barn
Aug. 9 Shoeing a year
Aug. 5 of Shoeing with Pads
Aug. 20 Trims Per Year

Emergency Call: 100. - Plus work

---

Thank You
CONTRACT INSURANCE REQUIREMENTS
Chicago Police Department
Horse Farrier Services/Blacksmith

The Contractor must provide and maintain at Contractor's own expense, until Contract completion and during the time period following completion if Contractor is required to return and perform any additional work, the insurance coverages and requirements specified below, insuring all operations related to the Contract.

A. INSURANCE TO BE PROVIDED

1) Workers Compensation and Employers Liability

Workers Compensation Insurance, as prescribed by applicable law covering all employees who are to provide work under this Contract and Employers Liability coverage with limits of not less than $100,000 each accident, illness or disease.

2) Commercial General Liability (Primary and Umbrella)

Commercial General Liability Insurance or equivalent with limits of not less than $1,000,000 per occurrence for bodily injury, personal injury, and property damage liability. Coverages must include the following: All premises and operations, products/completed operations, explosion, collapse, underground, separation of insureds, defense, and contractual liability (not to include Endorsement CG 21 39 or equivalent). The City of Chicago is to be named as an additional insured on a primary, non-contributory basis for any liability arising directly or indirectly from the work.

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 Contractor must provide Automobile Liability Insurance with limits of not less than $500,000 per occurrence for bodily injury and property damage. The City of Chicago is to be named as an additional insured on a primary, non-contributory basis.

4) Property

The Contractor is responsible for all loss or damage to City property at full replacement cost.

The Contractor is responsible for all loss or damage to personal property (including materials, equipment, tools and supplies) owned, rented or used by Contractor.

B. ADDITIONAL REQUIREMENTS

The Contractor must furnish the City of Chicago, Department of Procurement Services, City Hall, Room 403, 121 North LaSalle Street 60602, original Certificates of Insurance, or such similar evidence, to be in force on the date of this Contract, and Renewal Certificates of Insurance, or such similar evidence, if the coverages have an expiration or renewal date occurring during the
term of this Contract. The Contractor must submit evidence of insurance on the City of Chicago Insurance Certificate Form (copy attached) or equivalent prior to Contract award. The receipt of any certificate does not constitute agreement by the City that the insurance requirements in the Contract have been fully met or that the insurance policies indicated on the certificate are in compliance with all Contract requirements. The failure of the City to obtain certificates or other insurance evidence from Contractor is not a waiver by the City of any requirements for the Contractor to obtain and maintain the specified coverages. The Contractor shall advise all insurers of the Contract provisions regarding insurance. Non-conforming insurance does not relieve Contractor of the obligation to provide insurance as specified herein. Nonfulfillment of the insurance conditions may constitute a violation of the Contract, and the City retains the right to stop work until proper evidence of insurance is provided, or the Contract may be terminated.

The insurance must provide for 60 days prior written notice to be given to the City in the event coverage is substantially changed, canceled, or non-renewed.

Any deductibles or self insured retentions on referenced insurance coverages must be borne by Contractor.

The Contractor hereby waives and agrees to require their insurers to waive their rights of subrogation against the City of Chicago, its employees, elected officials, agents, or representatives.

The coverages and limits furnished by Contractor in no way limit the Contractor's liabilities and responsibilities specified within the Contract or by law.

Any insurance or self insurance programs maintained by the City of Chicago do not contribute with insurance provided by the Contractor under the Contract.

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

If Contractor 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 Contractor must require all subcontractors to provide the insurance required herein, or Contractor may provide the coverages for subcontractors. All subcontractors are subject to the same insurance requirements of Contractor unless otherwise specified in this Contract.

If Contractor or subcontractor desires additional coverages, the party desiring the additional coverages is responsible for the acquisition and cost.

Notwithstanding any provision in the Agreement to the contrary, the City of Chicago Risk Management Department maintains the right to modify, delete, alter or change these requirements.
CITY OF CHICAGO
ECONOMIC DISCLOSURE STATEMENT
AND AFFIDAVIT

SECTION I – GENERAL INFORMATION

A. Legal name of Disclosing Party submitting this EDS. Include d/b/a/ if applicable:

_________________________________________________________

Check ONE of the following three boxes:

Indicate whether Disclosing Party submitting this EDS is:

1. [ ] the Applicant
   OR

2. [ ] a legal entity holding a direct or indirect interest in the Applicant. State the legal name of the
   Applicant in which Disclosing Party holds an interest:
   __________________________________________________________
   OR

3. [ ] a specified legal entity with a right of control (see Section II.B.1.b.) State the legal name of
   the entity in which Disclosing Party holds a right of control:
   __________________________________________________________

B. Business address of Disclosing Party:
   880 Dietz St.
   Marengo IL 60152

C. Telephone: 815-245-1369 Fax: __________________________ Email: t.hinkle0986@att.net

D. Name of contact person: Trent Hinkle

E. Federal Employer Identification No. (if you have one): 257-21-8269

F. Brief description of contract, transaction or other undertaking (referred to below as the "Matter") to
which this EDS pertains. (Include project number and location of property, if applicable):

   Farrier

G. Which City agency or department is requesting this EDS? Chicago Mounted Police

If the Matter is a contract being handled by the City’s Department of Procurement Services, please
complete the following:

Specification # ___________________________ and Contract # __________________
SECTION II -- DISCLOSURE OF OWNERSHIP INTERESTS

A. NATURE OF DISCLOSING PARTY

1. Indicate the nature of the Disclosing Party:
   [ ] Person
   [ ] Publicly registered business corporation
   [ ] Privately held business corporation
   [x] Sole proprietorship
   [ ] General partnership*
   [ ] Limited partnership*
   [ ] Trust
   [ ] Limited liability company*
   [ ] Limited liability partnership*
   [ ] Joint venture*
   [ ] Not-for-profit corporation
   (Is the not-for-profit corporation also a 501(c)(3))?
   [ ] Yes
   [ ] No
   [ ] Other (please specify)

* Note B.1.b below.

2. For legal entities, the state (or foreign country) of incorporation or organization, if applicable:

3. For legal entities not organized in the State of Illinois: Has the organization registered to do business in the State of Illinois as a foreign entity?

   [ ] Yes
   [ ] No
   [ ] N/A

B. IF THE DISCLOSING PARTY IS A LEGAL ENTITY:

1.a. List below the full names and titles of all executive officers and all directors of the entity. For not-for-profit corporations, also list below all members, if any, which are legal entities. If there are no such members, write "no members." For trusts, estates or other similar entities, list below the legal titleholder(s).

<table>
<thead>
<tr>
<th>Name</th>
<th>No Members</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

1.b. If you checked "General partnership," "Limited partnership," "Limited liability company," "Limited liability partnership" or "Joint venture" in response to Item A.1. above (Nature of Disclosing Party), list below the name and title of each general partner, managing member, manager or
any other person or entity that controls the day-to-day management of the Disclosing Party. **NOTE:** Each legal entity listed below must submit an EDS on its own behalf.

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

2. Please provide the following information concerning each person or entity having a direct or indirect beneficial interest (including ownership) in excess of 7.5% of the Disclosing Party. Examples of such an interest include shares in a corporation, partnership interest in a partnership or joint venture, interest of a member or manager in a limited liability company, or interest of a beneficiary of a trust, estate or other similar entity. If none, state “None.” **NOTE:** Pursuant to Section 2-154-030 of the Municipal Code of Chicago (“Municipal Code”), the City may require any such additional information from any applicant which is reasonably intended to achieve full disclosure.

<table>
<thead>
<tr>
<th>Name</th>
<th>Business Address</th>
<th>Percentage Interest in the Disclosing Party</th>
</tr>
</thead>
<tbody>
<tr>
<td>None</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**SECTION III – BUSINESS RELATIONSHIPS WITH CITY ELECTED OFFICIALS**

Has the Disclosing Party had a “business relationship,” as defined in Chapter 2-156 of the Municipal Code, with any City elected official in the 12 months before the date this EDS is signed?

[ ] Yes  [x] No

If yes, please identify below the name(s) of such City elected official(s) and describe such relationship(s):


**SECTION IV – DISCLOSURE OF SUBCONTRACTORS AND OTHER RETAINED PARTIES**

The Disclosing Party must disclose the name and business address of each subcontractor, attorney, lobbyist, accountant, consultant and any other person or entity whom the Disclosing Party has retained or expects to retain in connection with the Matter, as well as the nature of the relationship, and the total
amount of the fees paid or estimated to be paid. The Disclosing Party is not required to disclose employees who are paid solely through the Disclosing Party’s regular payroll.

“Lobbyist” means any person or entity who undertakes to influence any legislative or administrative action on behalf of any person or entity other than: (1) a not-for-profit entity, on an unpaid basis, or (2) himself. “Lobbyist” also means any person or entity any part of whose duties as an employee of another includes undertaking to influence any legislative or administrative action.

If the Disclosing Party is uncertain whether a disclosure is required under this Section, the Disclosing Party must either ask the City whether disclosure is required or make the disclosure.

<table>
<thead>
<tr>
<th>Name (indicate whether retained or anticipated to be retained)</th>
<th>Business Address</th>
<th>Relationship to Disclosing Party (subcontractor, attorney, lobbyist, etc.)</th>
<th>Fees (indicate whether paid or estimated)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

(Add sheets if necessary)

☐ Check here if the Disclosing party has not retained, nor expects to retain, any such persons or entities.

SECTION V — CERTIFICATIONS

A. COURT-ORDERED CHILD SUPPORT COMPLIANCE

Under Municipal Code Section 2-92-415, substantial owners of business entities that contract with the City must remain in compliance with their child support obligations throughout the term of the contract.

Has any person who directly or indirectly owns 10% or more of the Disclosing Party been declared in arrearage on any child support obligations by any Illinois court of competent jurisdiction?

[ ] Yes ☒ No [ ] No person owns 10% or more of the Disclosing Party.

If “Yes,” has the person entered into a court-approved agreement for payment of all support owed and is the person in compliance with that agreement?

[ ] Yes [ ] No
B. FURTHER CERTIFICATIONS

1. The Disclosing Party and, if the Disclosing Party is a legal entity, all of those persons or entities identified in Section II.B.1. of this EDS:
   
   a. are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from any transactions by any federal, state or local unit of government;
   
   b. have not, within a five-year period preceding the date of this EDS, been convicted of a criminal offense, adjudged guilty, or had a civil judgment rendered against them in connection with: obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or contract under a public transaction; a violation of federal or state antitrust statutes; fraud; 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 clause B.1.b. of this Section V;
   
   d. have not, within a five-year period preceding the date of this EDS, had one or more public transactions (federal, state or local) terminated for cause or default; and
   
   e. have not, within a five-year period preceding the date of this EDS, been convicted, adjudged guilty, or found liable in a civil proceeding, or in any criminal or civil action, including actions concerning environmental violations, instituted by the City or by the federal government, any state, or any other unit of local government.

2. The certifications in subparts 2, 3 and 4 concern:
   
   • the Disclosing Party;
   • any "Applicable Party" (meaning any party participating in the performance of the Matter, including but not limited to any persons or legal entities disclosed under Section IV, "Disclosure of Subcontractors and Other Retained Parties");
   • any "Affiliated Entity" (meaning a person or entity that, directly or indirectly: controls the Disclosing Party, is controlled by the Disclosing Party, or is, with the Disclosing Party, under common control of another person or entity. Indicia of control include, without limitation: interlocking management or ownership; identity of interests among family members, shared facilities and equipment; common use of employees; or organization of a business entity following the ineligibility of a business entity to do business with federal or state or local government, including the City, using substantially the same management, ownership, or principals as the ineligible entity); with respect to Applicable Parties, the term Affiliated Entity means a person or entity that directly or indirectly controls the Applicable Party, is controlled by it, or, with the Applicable Party, is under common control of another person or entity;
• any responsible official of the Disclosing Party, any Applicable Party or any Affiliated Entity or any other official, agent or employee of the Disclosing Party, any Applicable Party or any Affiliated Entity, acting pursuant to the direction or authorization of a responsible official of the Disclosing Party, any Applicable Party or any Affiliated Entity (collectively "Agents").

Neither the Disclosing Party, nor any Applicable Party, nor any Affiliated Entity of either the Disclosing Party or any Applicable Party nor any Agents have, during the five years before the date this EDS is signed, or, with respect to an Applicable Party, an Affiliated Entity, or an Affiliated Entity of an Applicable Party during the five years before the date of such Applicable Party's or Affiliated Entity's contract or engagement in connection with the Matter:

a. bribed or attempted to bribe, or been convicted or adjudged guilty of bribery or attempting to bribe, a public officer or employee of the City, the State of Illinois, or any agency of the federal government or of any state or local government in the United States of America, in that officer's or employee's official capacity;

b. agreed or colluded with other bidders or prospective bidders, or been a party to any such agreement, or been convicted or adjudged guilty 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 a. or b. above that is a matter of record, but have not been prosecuted for such conduct; or

d. violated the provisions of Municipal Code Section 2-92-610 (Living Wage Ordinance).

3. Neither the Disclosing Party, Affiliated Entity or Applicable Party, or any of their employees, officials, agents or partners, is barred from contracting with any unit of state or local government as a result of engaging in or being convicted of (1) bid-rigging in violation of 720 ILCS 5/33E-3; (2) bid-rotating in violation of 720 ILCS 5/33E-4; or (3) any similar offense of any state or of the United States of America that contains the same elements as the offense of bid-rigging or bid-rotating.

4. Neither the Disclosing Party nor any Affiliated Entity is listed on any of the following lists maintained by the Office of Foreign Assets Control of the U.S. Department of the Treasury or the Bureau of Industry and Security of the U.S. Department of Commerce or their successors: the Specially Designated Nationals List, the Denied Persons List, the Unverified List, the Entity List and the Debarred List.

5. The Disclosing Party understands and shall comply with (1) the applicable requirements of the Governmental Ethics Ordinance of the City, Title 2, Chapter 2-156 of the Municipal Code; and (2) all the applicable provisions of Chapter 2-56 of the Municipal Code (Office of the Inspector General).
6. If the Disclosing Party is unable to certify to any of the above statements in this Part B (Further Certifications), the Disclosing Party must explain below:

"None"

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

C. CERTIFICATION OF STATUS AS FINANCIAL INSTITUTION

For purposes of this Part C, under Municipal Code Section 2-32-455(b), the term "financial institution" means a bank, savings and loan association, thrift, credit union, mortgage banker, mortgage broker, trust company, savings bank, investment bank, securities broker, municipal securities broker, securities dealer, municipal securities dealer, securities underwriter, municipal securities underwriter, investment trust, venture capital company, bank holding company, financial services holding company, or any licensee under the Consumer Installment Loan Act, the Sales Finance Agency Act, or the Residential Mortgage Licensing Act. However, "financial institution" specifically shall not include any entity whose predominant business is the providing of tax deferred, defined contribution, pension plans to public employees in accordance with Sections 403(b) and 457 of the Internal Revenue Code. (Additional definitions may be found in Municipal Code Section 2-32-455(b).)

1. CERTIFICATION

The Disclosing Party certifies that the Disclosing Party (check one)

[ ] is
[ ] is not

a "financial institution" as defined in Section 2-32-455(b) of the Municipal Code.

2. If the Disclosing Party IS a financial institution, then the Disclosing Party pledges:

"We are not and will not become a predatory lender as defined in Chapter 2-32 of the Municipal Code. We further pledge that none of our affiliates is, and none of them will become, a predatory lender as defined in Chapter 2-32 of the Municipal Code. We understand that becoming a predatory lender or becoming an affiliate of a predatory lender may result in the loss of the privilege of doing business with the City."

If the Disclosing Party is unable to make this pledge because it or any of its affiliates (as defined in Section 2-32-455(b) of the Municipal Code) is a predatory lender within the meaning of Chapter
If the letters "NA," the word "None," or no response appears on the lines above, it will be conclusively presumed that the Disclosing Party certified to the above statements.

D. CERTIFICATION REGARDING INTEREST IN CITY BUSINESS

Any words or terms that are defined in Chapter 2-156 of the Municipal Code have the same meanings when used in this Part D.

1. In accordance with Section 2-156-110 of the Municipal Code: Does any official or employee of the City have a financial interest in his or her own name or in the name of any other person or entity in the Matter?

   [ ] Yes    [ ] No

   NOTE: If you checked "Yes" to Item D.1., proceed to Items D.2. and D.3. If you checked "No" to Item D.1., proceed to Part E.

2. Unless sold pursuant to a process of competitive bidding, or otherwise permitted, no City elected official or employee shall have a financial interest in his or her own name or in the name of any other person or entity in the purchase of any property that (i) belongs to the City, or (ii) is sold for taxes or assessments, or (iii) is sold by virtue of legal process at the suit of the City (collectively, "City Property Sale"). Compensation for property taken pursuant to the City's eminent domain power does not constitute a financial interest within the meaning of this Part D.

   Does the Matter involve a City Property Sale?

   [ ] Yes    [ ] No

3. If you checked "Yes" to Item D.1., provide the names and business addresses of the City officials or employees having such interest and identify the nature of such interest:

   Name               Business Address               Nature of Interest

   ____________________________________________  ____________________________________________  ____________________________________________

   ____________________________________________  ____________________________________________  ____________________________________________

4. The Disclosing Party further certifies that no prohibited financial interest in the Matter will be acquired by any City official or employee.
E. CERTIFICATION REGARDING SLAVERY ERA BUSINESS

The Disclosing Party has searched any and all records of the Disclosing Party and any and all predecessor entities for records of investments or profits from slavery, the slave industry, or slaveholder insurance policies from the slavery era (including insurance policies issued to slaveholders that provided coverage for damage to or injury or death of their slaves) and has disclosed in this EDS any and all such records to the City. In addition, the Disclosing Party must disclose the names of any and all slaves or slaveholders described in those records. Failure to comply with these disclosure requirements may make the Matter to which this EDS pertains voidable by the City.

Please check either 1. or 2. below. If the Disclosing Party checks 2., the Disclosing Party must disclose below or in an attachment to this EDS all requisite information as set forth in that paragraph 2.

1. The Disclosing Party verifies that (a) the Disclosing Party has searched any and all records of the Disclosing Party and any and all predecessor entities for records of investments or profits from slavery, the slave industry, or slaveholder insurance policies, and (b) the Disclosing Party has found no records of investments or profits from slavery, the slave industry, or slaveholder insurance policies and no records of names of any slaves or slaveholders.

2. The Disclosing Party verifies that, as a result of conducting the search in step 1(a) above, the Disclosing Party has found records relating to investments or profits from slavery, the slave industry, or slaveholder insurance policies and/or the names of any slaves or slaveholders. The Disclosing Party verifies that the following constitutes full disclosure of all such records:

SECTION VI – CERTIFICATIONS FOR FEDERALLY-FUNDED MATTERS

NOTE: If the Matter is federally funded, complete this Section VI. If the Matter is not federally funded, proceed to Section VII.

A. CERTIFICATION REGARDING LOBBYING

1. List below the names of all persons or entities registered under the federal Lobbying Disclosure Act of 1995 who have made lobbying contacts on behalf of the Disclosing Party with respect to the Matter: (Begin list here, add sheets as necessary):
(If no explanation appears or begins on the lines above, or if the letters "NA" or if the word "None" appear, it will be conclusively presumed that the Disclosing Party means that NO persons or entities registered under the Lobbying Disclosure Act of 1995 have made lobbying contacts on behalf of the Disclosing Party with respect to the Matter.)

2. The Disclosing Party has not spent and will not expend any federally appropriated funds to pay any person or entity listed in Paragraph A.1. above for his or her lobbying activities or to pay any person or entity to influence or attempt to influence an officer or employee of any agency, as defined by applicable federal law, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress, in connection with the award of any federally funded contract, making any federally funded grant or loan, entering into any cooperative agreement, or to extend, continue, renew, amend, or modify any federally funded contract, grant, loan, or cooperative agreement.

3. The Disclosing Party will submit an updated certification at the end of each calendar quarter in which there occurs any event that materially affects the accuracy of the statements and information set forth in paragraphs A.1. and A.2. above.

If the Matter is federally funded and any funds other than federally appropriated funds have been or will be paid to any person or entity for influencing or attempting to influence an officer or employee of any agency (as defined by applicable federal law), a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the Matter, the Disclosing Party must complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions. The form may be obtained online from the federal Office of Management and Budget (OMB) web site at http://www.whitehouse.gov/omb/grants/sflilin.pdf, linked on the page http://www.whitehouse.gov/omb/grants/grants_forms.html.

4. The Disclosing Party certifies that either: (i) it is not an organization described in section 501(c)(4) of the Internal Revenue Code of 1986; or (ii) it is an organization described in section 501(c)(4) of the Internal Revenue Code of 1986 but has not engaged and will not engage in "Lobbying Activities".

5. If the Disclosing Party is the Applicant, the Disclosing Party must obtain certifications equal in form and substance to paragraphs A.1. through A.4. above from all subcontractors before it awards any subcontract and the Disclosing Party must maintain all such subcontractors' certifications for the duration of the Matter and must make such certifications promptly available to the City upon request.

B. CERTIFICATION REGARDING EQUAL EMPLOYMENT OPPORTUNITY

If the Matter is federally funded, federal regulations require the Applicant and all proposed subcontractors to submit the following information with their bids or in writing at the outset of negotiations.
Is the Disclosing Party the Applicant?

[ ] Yes          [ ] No

If "Yes," answer the three questions below:

1. Have you developed and do you have on file affirmative action programs pursuant to applicable federal regulations? (See 41 CFR Part 60-2.)
   [ ] Yes          [ ] No

2. Have you filed with the Joint Reporting Committee, the Director of the Office of Federal Contract Compliance Programs, or the Equal Employment Opportunity Commission all reports due under the applicable filing requirements?
   [ ] Yes          [ ] No

3. Have you participated in any previous contracts or subcontracts subject to the equal opportunity clause?
   [ ] Yes          [ ] No

If you checked "No" to question 1. or 2. above, please provide an explanation:

---

SECTION VII – ACKNOWLEDGMENTS, CONTRACT INCORPORATION, COMPLIANCE, PENALTIES, DISCLOSURE

The Disclosing Party understands and agrees that:

A. By completing and filing this EDS, the Disclosing Party acknowledges and agrees, on behalf of itself and the persons or entities named in this EDS, that the City may investigate the creditworthiness of some or all of the persons or entities named in this EDS.

B. The certifications, disclosures, and acknowledgments contained in this EDS will become part of any contract or other agreement between the Applicant and the City in connection with the Matter, whether procurement, City assistance, or other City action, and are material inducements to the City's execution of any contract or taking other action with respect to the Matter. The Disclosing Party understands that it must comply with all statutes, ordinances, and regulations on which this EDS is based.

C. The City's Governmental Ethics and Campaign Financing Ordinances, Chapters 2-156 and 2-164 of the Municipal Code, impose certain duties and obligations on persons or entities seeking City contracts, work, business, or transactions. The full text of these ordinances and a training program is available on line at www.cityofchicago.org/Ethics, and may also be obtained from the City's Board of Ethics, 740 N. Sedgwick St., Suite 500, Chicago, IL 60610, (312) 744-9660. The Disclosing Party must comply fully with the applicable ordinances.
D. If the City determines that any information provided in this EDS is false, incomplete or inaccurate, any contract or other agreement in connection with which it is submitted may be rescinded or be void or voidable, and the City may pursue any remedies under the contract or agreement (if not rescinded, void or voidable), at law, or in equity, including terminating the Disclosing Party's participation in the Matter and/or declining to allow the Disclosing Party to participate in other transactions with the City. Remedies at law for a false statement of material fact may include incarceration and an award to the City of treble damages.

E. It is the City's policy to make this document available to the public on its Internet site and/or upon request. Some or all of the information provided on this EDS and any attachments to this EDS may be made available to the public on the Internet, in response to a Freedom of Information Act request, or otherwise. By completing and signing this EDS, the Disclosing Party waives and releases any possible rights or claims which it may have against the City in connection with the public release of information contained in this EDS and also authorizes the City to verify the accuracy of any information submitted in this EDS.

F. The information provided in this EDS must be kept current. In the event of changes, the Disclosing Party must supplement this EDS up to the time the City takes action on the Matter. If the Matter is a contract being handled by the City’s Department of Procurement Services, the Disclosing Party must update this EDS as the contract requires.

The Disclosing Party represents and warrants that:

G. The Disclosing Party has not withheld or reserved any disclosures as to economic interests in the Disclosing Party, or as to the Matter, or any information, data or plan as to the intended use or purpose for which the Applicant seeks City Council or other City agency action.

For purposes of the certifications in H.1. and H.2. below, the term "affiliate" means any person or entity that, directly or indirectly: controls the Disclosing Party, is controlled by the Disclosing Party, or is, with the Disclosing Party, under common control of another person or entity. Indicia of control include, without limitation: interlocking management or ownership; identity of interests among family members; shared facilities and equipment; common use of employees; or organization of a business entity following the ineligibility of a business entity to do business with the federal government or a state or local government, including the City, using substantially the same management, ownership, or principals as the ineligible entity.

H.1. The Disclosing Party is not delinquent in the payment of any tax administered by the Illinois Department of Revenue, nor are the Disclosing Party or its affiliates delinquent in paying any fine, fee, tax or other charge owed to the City. This includes, but is not limited to, all water charges, sewer charges, license fees, parking tickets, property taxes or sales taxes.

H.2. If the Disclosing Party is the Applicant, the Disclosing Party and its affiliates will not use, nor permit their subcontractors to use, any facility on the U.S. EPA's List of Violating Facilities in connection with the Matter for the duration of time that such facility remains on the list.
H.3 If the Disclosing Party is the Applicant, the Disclosing Party will obtain from any contractors/subcontractors hired or to be hired in connection with the Matter certifications equal in form and substance to those in H.1. and H.2. above and will not, without the prior written consent of the City, use any such contractor/subcontractor that does not provide such certifications or that the Disclosing Party has reason to believe has not provided or cannot provide truthful certifications.

NOTE: If the Disclosing Party cannot certify as to any of the items in H.1., H.2. or H.3. above, an explanatory statement must be attached to this EDS.

CERTIFICATION

Under penalty of perjury, the person signing below: (1) warrants that he/she is authorized to execute this EDS on behalf of the Disclosing Party, and (2) warrants that all certifications and statements contained in this EDS are true, accurate and complete as of the date furnished to the City.

(Print or type name of Disclosing Party)

Date: ______________________

By:

__________________________________________
(sign here)

(Print or type name of person signing)

(Print or type title of person signing)

Signed and sworn to before me on (date) ______________________, by ______________________, at __________ County, __________ (state).

______________________________ Notary Public.

Commission expires: ________________

Page 13 of 13
CITY OF CHICAGO
REQUEST FOR INDIVIDUAL CONTRACT SERVICES

Department: CHICAGO POLICE Date: 28NOV21

Explain Why Contractor Necessary:
The current vendor was been on-board this project from inception and their services are vital to ensure a smooth transition of deliverables.

Explain Why Individual Considered Independent Contractor, and Not Employee:
The independent contractor provides a unique set of skills that aren't currently available within the department.

Contractor Name: TRENT HINKLE Phone Number: 815-245-1349
Project Assignment: HORSE FERREI
Duration of Assignment: 5 years

Department Representative to Contact for Further Information
Name: Molly M. Waller Phone Number: 312-745-5599
Total Available Funding: $263,000

Fund: 0100 Dept #: 057 Org #: 4638 Approvals
Approp #: 0140 Acct #: 0140

Department Head: [Signature] Date: 
IGO: [Signature] Date: 
Budget Office: [Signature] Date: 

IGO: [Signature] Date: 
Budget Office: [Signature] Date: 

10/13/11-VW