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 Forensic Technology for the product(s) and/or service(s) described herein. This is a request for:

☐ One-Time Contractor Requisition #: <Req No>, copy attached or ☑ Term Agreement or ☐ Delegate Agency (Check one).

If Delegate Agency, this request is for “blanket approval” for all contracts within the <proi description/name> (Attach List).

Pre-Assigned Specification No.: __________________________  Pre-Assigned 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 #: __________________________ Company or Agency Name: __________________________
Specification #: __________________________ Contract or Program Description: __________________________
Modification #: __________________________

Cmdr Joseph P. Murphy  312-746-6740
Originator Name  Telephone
(mm/dd/yr)  (Attach List in multiple)

Signature  Police  08/25/2012
Date  Department

PROCUREMENT HISTORY
There is no procurement history with this company. The Police Department is seeking to create their own Ballistics Lab. The creation of a Ballistics Lab will help link crime guns to other violent crimes committed. The Chicago Police Department conducted numerous research into what type of equipment is needed to perform these tasks. The Department has contacted several agencies to include Newark, NJ, New York Police Department, New Jersey State Police Crime Lab, the Illinois State Police Crime Lab and the Albuquerque Police Department. Each of the listed agencies deploys the use of equipment that is routed into the NIBIN network via the ATF. The only equipment utilized to make forensic identifications of fired bullets and cartridge case evidence is made by Forensic Technology. The equipment needed for this task is the IBIS BrassTrax 3D, Match Point Plus, Data Concentrator and the COMAC Comparison Microscope for Forensic Comparison Investigations and identifications.

Forensic Technology is the only company that can provide warranty and service agreements for the IBIS BrassTrax 3D, Match Point Plus, Data Concentrator and Comparison Microscopes machines.

No reference contract could be found.

ESTIMATED COST
Equipment Cost $829,735 — Three year Maintenance and Warranty Cost $272,508 Total Cost $1,102,243
Price Quote good until January 31st 2013

SCHEDULE REQUIREMENTS
The Chicago Police Department is in the process of building a new Forensic Crime Lab, this equipment is needed as part of Superintendents Anti Violence Strategy. The new building has an anticipated completion date of December 1st 2012. The department needs this equipment by November 30th 2012.
EXCLUSIVE OR UNIQUE CAPABILITY

Forensic Technology is the only company that can provide their proprietary products, IBIS, BRASSTRAX-3D, MatchPoint and MatchPoint+ hardware, as well as maintenance, upgrades and service, including moving and training services pertaining thereto.

Forensic Technology is the only company that can provide the IBISTRAX-3D and MATCHPOINT+ components used as imaging and data review stations in the National Integrated Ballistic Information Network (NIBIN) administered by the ATF.

Forensic Technology is the only company that can provide maintenance, upgrades and service, including moving and training services pertaining to their proprietary products. IBIS, IBISTRAX-3D: IBIS® BRASSTRAX-3D™ Acquisition Station, IBIS® BULLETTRAX-3D™ Acquisition Station, IBIS® MATCHPOINT+™ Analysis Station, IBIS® Data Concentrator™.

The IBIS brand is viewed as the ballistic imaging standard by the world’s forensic community. INTERPOL has chosen the IBIS technology as the basis for its Ballistic Information Network (iBIN). With this network, INTERPOL’s member countries will be able to share ballistic data and link firearm-related crimes involving cross-border firearm movements. This opens new levels of partnership for the development of global firearm crime reduction strategies.

- Standardization is what enables the cross-processing of data over large networks throughout the world. This involves standard data formatting, such as for exhibit characteristics, as well as harmonized acquisition protocols across the user base.
- IBIS is designed for multi-tiered data correlation, along with filtering of sensitive data, and state-of-the-art networking and security infrastructures.

Images collected with IBIS TRAX-3D are fully compatible with existing IBIS Heritage data. BIS TRAX-3D data is correlated and visually compared with existing IBIS Heritage data. BRASSTRAX-3D captures the same set of 2D cartridge case images (breech face, firing pin, ejector, rimfire) with the same lighting configuration and magnification, allowing for effective visual image comparisons. BRASSTRAX-3D is designed with the same patented ring light used on Heritage. BULLETTRAX generates Heritage-compatible bullet 2D images. MATCHPOINT+ can visually compare images from both Heritage and TRAX in a visually compatible format. Essential for drawing conclusions.

- BRASSTRAX-3D and IBIS Heritage systems can coexist on, and contribute to, the same IBIS network. IBIS TRAX-3D and IBIS Heritage are both built on the same infrastructure for networking and data sharing. The networking capabilities of IBIS are automatic and require no extra effort from users. IBIS data is automatically available to all the sites of an IBIS network. Laboratory can operate seamlessly with both IBIS Heritage and IBIS TRAX-3D equipment at the same time. Hits (inks) can be established between existing Heritage cases and new TRAX cases. This includes extending existing Heritage chains of hits to continue providing valuable investigative information.

- 2D image signatures generated are fully compatible for use on networks with both Heritage and TRAX, bullets and cartridge cases. The same correlation algorithms are used for 2D comparisons, generating the same scores that Heritage users are familiar with.

The same data fields are used, with the same nomenclature, on TRAX as were used on Heritage. Any previous reporting or tracking procedures can be maintained. Data segregation characteristics are based on the same lists, such as for calibers, originating agencies, event types, firing pin shapes, rifling types, and others. IBIS contains extensive lists of standardized values, including a caliber family list of over 1,500 types. Forensic Technology’s distinct expertise, along with years of practical IBIS usage worldwide, has led to the establishment of international ammunition analysis protocols.

When multiple imaging sites are interconnected to compare information within a ballistic identification network, it is crucial to have compatibility between them. Some key factors are: data and image uniformity, consistent manufacturing and configuration processes, and standard equipment calibration. All IBIS Heritage and IBISTRAX-3D systems are manufactured to precise specifications, and include a regular calibration process. All lighting and mechanical components are designed to be rigorously consistent across all systems in the network. IBIS TRAX-3D images are captured using standard methods, based on predefined magnification levels, under consistent lighting conditions, focus, and position.

- IBIS networks have been in operation for years, and have endured numerous periodic upgrades across three generations of IBIS platforms. This backward compatibility is imperative for IBIS users who have invested time and effort to build a national crime-solving resource of ballistic information.

- IBIS is the world leader in ballistic identification with over 500 IBIS systems deployed worldwide in over 60 countries and territories. IBIS databases worldwide are totaling close to 4,000,000 exhibits.

- Forensic technologies equipment is the only equipment which will work on the NIBIN network. The NIBIN network is run by the ATF.

- Forensic Technology is the only company that manufactures and distributes the COMAC comparison microscope. Forensic Technology is the only company that can provide service and maintenance on the equipment.

The COMAC Comparison Microscopes will allow for a seamless transition from one machine to the next. The firearms examiner can move from the BRASS TRAX Machine, to the Match Point Plus Machine then on to the COMAC Microscope.

The COMAC microscope can be utilized on the following types of evidence due to its special lighting, Document examinations, Tool Mark Investigations, Cartridge case and bullet evidence, Robbery Demand Notes and coins.

The COMAC Microscopes come outfitted with the following proprietary elements

- Warp Resistance stand and casing
- Anthracite-colored base plate with insert for investigation objects
- Comparison bridge with height adjustment
- Coaxial coarse/fine drive for height adjustment of X/Y stages
- Stages travel 50mm
- Mechanical object adjustment travel 60 mm

- Optical Comparison bridge consisting of
  - Controls to adjust overlap images and split image comparison
  - Full field-of-view for right or left image
  - Objective changer for macro optics
  - Built-in macro objectives, working distance 130 mm
  - Up-right image
  - Zoom objective for magnification area 2.5x – 72x with fixed working distance
  - Field of view 85 mm – 3 mm

- Inclined binocular tube with automatic focus compensation when changing the interpupillary distance

- Optical port for camera adaption

- Mechanical stages with coaxial drive and fixing clamps, movement in X=70 mm, Y=70mm

- Coarse/fine height adjustment

- LED Illumination set
  - LED light source
  - 2-arm light guides
  - 2 holders for focusing lens
  - 2 focusing lenses d=20 mm

- Evidence Holders
  - Cartridge holder set with bullet holder
  - 2 universal supports with three fixing clamps for objects up to 22 mm
  - 2 grip holders for round objects
  - 2 holders with plasticine for deformed parts and bullets
  - 2 stages for tool marks

- Documentation
  - Live digital camera with FireWire connection for 3.3 or 5.0 mio-pixel resolution
  - Still digital cameras up to 12 mio-pixel resolution
  - C-Mount connection for optical camera adapter

- Software
  - PIA-6 with comparison functions, measuring functions
  - PIA-7000 with comparison functions measuring functions

- Forensic Technology is the only company that can provide the Police Department with the above requirements. Based on our budget and specifications of being able to work seamlessly with all the IBIS products.

The Data Concentrator is a scalable storage device that "concentrates" the data from multiple IBIS TRAX-3D acquisition stations. Additionally, it provides backup services and serves as the connection point for IBIS MATCHPOINT+ analysis stations, which are used to perform all reporting and analysis.

The Data Concentrator is designed to interface with IBIS Heritage systems allowing the full scope of analysis for mixed data sets collected on IBIS Heritage and IBIS TRAX-3D systems. The Data Concentrator can also host data acquired on decommissioned IBIS Heritage systems to preserve the value of historical data as a network evolves.

The Data Concentrator automatically generates a comparison request for each exhibit received from its acquisition stations. The scope of comparisons can be configured to encompass a number of acquisition sites on an IBIS network, to optimize searches based on geographical crime patterns. Comparisons are processed by IBIS Correlation Servers and the results are returned to the Data Concentrator. The results that are stored on the Data Concentrator are then reviewed using a MATCHPOINT+ analysis station.

- Forensic Technology is the only company that can provide the Police Department with the above requirements, they are the only company who makes and distributes the above equipment. This equipment meets the required specifications of the Police Department. The requested equipment is the only forensic equipment that the ATF will allow to operate on their NIBIN network.
INSTRUCTIONS FOR PREPARATION OF NON-COMPETITIVE PROCUREMENT FORM

If a City Department has determined that the purchase of supplies, equipment, work and/or services cannot be done on a competitive basis, a justification must be prepared on this “Justification for Non-Competitive Procurement Form” in which procurement is requested on a non-bid or non-competitive basis in accordance with 65 ILCS 5/8-10-4 of the Illinois Compiled Statutes. All applicable questions in each Subject Area below must be answered. The information provided must be complete and in sufficient detail to allow for a decision to be made by the Non-Competitive Procurement Review Board. Also attach a DPS Checklist and any other required documentation. The Board will not consider justification with incomplete information documentation or omissions.

PROCUREMENT HISTORY
1. Describe the requirement and how it evolved from initial planning to its present status.
2. Is this a first time requirement or a continuation of previous procurement from the same source? If so, explain the procurement history.
3. Explain attempts made to competitively bid the requirement. (Attach copy of notices and list of sources contacted)
4. Describe all research done to find other sources. (List other cities contacted, companies in the industry contacted, professional organizations, periodicals and other publications used).
5. Explain future procurement objectives. Is this a one-time request or will future requests be made for doing business with the same source?
6. Explain whether or not future competitive bidding is possible. If not, why not?

ESTIMATED COST
1. What is the estimated cost for this requirement (or for each contract, if multiple awards contemplated)? What is the funding source?
2. What is the estimated cost by fiscal year, if the job project or program covers multiple years?
3. Explain the basis for estimating the cost and what assumptions were made and/or data used (i.e., budgeted amount, previous contract price, current catalog or cost proposal from firms solicited, engineering or in-house estimate, etc.)
4. Explain whether the proposed Contractor or the City has a substantial dollar investment in original design, tooling or other factors which would be duplicated at City expense if another source was considered. Describe cost savings or other measurable benefits to the City which may be achieved.
5. Explain what negotiation of price has occurred or will occur. Detail why the estimated cost is deemed reasonable.

SCHEDULE REQUIREMENTS
1. Explain how the schedule was developed and at what point the specific dates were known.
2. Is lack of drawings and/or specifications a constraining factor to competitive bidding? If so, why is the proposed Contractor the only person or firm able to perform under these circumstances? Why are the drawings and specifications lacking? What is the lead time required to get drawings and specifications suitable for competition? If lack of drawings and specifications is not a constraining factor to competitive bidding, explain why only one person or firm can meet the required schedule.
3. Outline the required schedule by delivery or completion dates and explain the reasons why the schedule is critical.
4. Describe in detail what impact delays for competitive bidding would have on City operations, programs, costs and budgeted funds.

EXCLUSIVE OR UNIQUE CAPABILITY
1. If contemplating hiring a person or firm as a Professional Service Consultant, explain in detail what professional skills, expertise, qualifications, and/or other factors make this person or firm exclusively or uniquely qualified for the project. Attach a copy of the cost proposal, scope of services, and temporary consulting services form.
2. Does the proposed firm have personnel considered unquestionably predominant in the particular field?
3. What prior experience of a highly specialized nature does the person or firm exclusively possess that is vital to the job, project or program?
4. What technical facilities or test equipment does the person or firm exclusively possess of a highly specialized nature which is vital to the job?
5. What other capabilities and/or capacity does the proposed firm possess which is necessary for the specific job, project or program which makes them the only source who can perform the work within the required time schedule without unreasonable costs to the City?
6. If procuring products or equipment, describe the intended use and explain any exclusive or unique capabilities, features and/or functions the items have which no other brands or models, etc. possess. Is compatibility with existing equipment critical from an operational standpoint? Explain why?
7. Is competition precluded because of the existence of patent rights, copyrights, trade secrets, technical data, or other proprietary data? Attach documentation verifying such.
8. If procuring replacement parts and/or maintenance services, explain whether or not replacement parts and/or services can be obtained from any other sources? If not, is the proposed firm the only authorized or exclusive dealer/distributor and/or service center? If so, attach letter from manufacturer.

MBE/WBE COMPLIANCE PLAN
* All submissions must contain detailed information about how the proposed firm will comply with the requirements of the City’s Minority and Women Owned Business program. All submissions must include a complete C-1 and D-1 form, which is available on the Procurement Services page on the City’s intranet site. The City Department must submit a Compliance Plan, including details about direct and indirect compliance.

OTHER
Explain other related considerations and attach all applicable supporting documents, i.e., an approved ITGB form.

REVIEW AND APPROVAL
This form must be signed by both Originator of the request and signed by the Department Head or authorized designee. After review and final disposition from the Board, this form will be signed by the Chairperson of the Board. After review and final disposition from the Board, this form will be signed by the Chief Procurement Officer for final approval.
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: August 30, 2012  Need by (estimated date):
Requisition No.: 73153  Contact Person:
Specification No.: (if known) 109722  Project Manager:
PO No.: (if known)  Telephone: -3127455641
Modification No.: (if known)  Fax: -3127456841
Previous PO No.: (if known)  Email: VALARIE.HULL@chicagopolice.org

Project Description: NEW REQUEST TO PURCHASE THE IBISTRAX-3D, MATCH POINT AND COMPARISON MICROSCOPES FROM FORENSIC TECHNOLOGY PLUS EXTENDED WARRANTY AND PROTECTION PLAN FOR THREE (3) YEARS

Funding:
City: ☒ Corporate  ☐ Bond  ☐ Enterprise  ☐ Grant*  ☐ Other:
State: ☐ IDOT/Transit  ☐ IDOT/Highway  ☐ FAA  ☐ Other:
Federal: ☐ Fi-WA  ☐ FTA  ☐ Grant*  ☐ Other:

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Term Estimated Value $ 1,102,243.00

*IF GRANT FUNDED, ATTACH COPY OF THE APPROVED GRANT AND APPLICATION AND ANY OTHER TERMS AND CONDITIONS OF FUNDING SOURCE THAT MAY APPLY. GRANT FUNDS MUST BE ___COMMITTED OR ___SPENT BY DEADLINE: ____________ (DATE)

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

IMPORTANT:
THIS IS A CRITICAL PORTION OF YOUR SUBMITTAL. IN ORDER FOR DPS TO ACCEPT YOUR SUBMITTAL YOU MUST COMPLETE THE SPECIFIC SCOPE REQUIREMENTS AS SET FORTH IN THE SUPPLEMENTAL CHECKLIST FOR THAT UNIT.

Purchase Order Type (Check All That Apply):
☒ New Request
☒ Blanket/Term/DJR/Agreement  ☐ Time Extension**
☐ Master Agreement (Task Order)  ☐ Vendor Limit Increase
☐ Standard/One-Time Purchase  ☐ Scope Change/Price Increase/Additional Line Item(s)
☐ Other (specify):

Forms
☒ Requisition
☐ Special Approvals
☒ Non-Competitive Review Board (NCRB)

Contract Term:
** Requested Term (Number of Months):

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.
The following is a general description of what should be included in a Scope of Services or Specification:
A clear description of all anticipated services and products, including: time frame for completion, special qualifications of prospective vendors, special requirements or needs of the project, locations, anticipated participating user departments, citation of any applicable City ordinance or state/federal regulation or statute.

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?

☐ Yes  ☐ No  ☐ Yes  ☐ No  ☐ Yes  ☐ No

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

☐ Yes  ☐ No

AVIATION CONSTRUCTION SUPPLEMENTAL CHECKLIST

DOA sign-off for final design documents:

☐ Yes  ☐ No

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 airside?

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

☐ Yes  ☐ No  ☐ Yes  ☐ No  ☐ Yes  ☐ No

Do bid documents contain Sensitive Security Information (SSI)?
*If yes, attach Confidentiality Statement

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:

☐ Yes  ☐ No

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# 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 terms and extension options
- [ ] Contractor’s qualifications, citation of any applicable City/State/Federal statutes or regulations, citation of any applicable technical standards
- [x] Price Lists/Catalogs, technical drawings and other exhibits and attachments as appropriate.

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:

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# 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:

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# 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? [Yes*] [No]

*If yes, Company Name: PO#*

Attach a narrative explaining the consulting services and deliverables provided.

- Is this a Non-Competitive Procurement? [Yes*] [No]

*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? [Yes*] [No]

*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? [Yes] [No]

- Does this request involve the purchase of Software? [Yes*] [No]

*If yes, is City required to sign a software license? [Yes*] [No]

*If yes, attach descriptions of software and software license agreement.

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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?  ☐ Yes* ☐ No

*If yes, attach list of locations.

Does SOW involve any public improvement to property that requires performance bond or prevailing wage?  ☐ Yes* ☐ No

*If yes, attach list of locations.

Is City Council approval required?  ☐ Yes ☐ No

☐ 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, or 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:

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How the CPD IBIS System works

CPD Machine

All Information about a case is data entered
Then the machine takes several images of the cartridge case.
Once all the images are acquired they are synchronized with the Data concentrator and the correlation request is made.
The Data Concentrator stores all the images taken by the BRASSTRAX machine.

Data Concentrator

Brasstrax-3D workstation

ATF Property Correlation Server
Located in Amendable, MD

ATF has configured each site to have a response time of 4 hrs. What this means is that you will only get correlation results back on your MATCHPOINT+ 4 hrs after you submit your request. This is standard for NIBIN.

All the raw data is stored in the Data Concentrator the results are listed on the MATCHPOINT+ in order to view the actual image, the MATCHPOINT+ will connect to the Data Concentrator that houses that raw data so it can be pulled up for viewing on your MATCHPOINT+. This is all done behind the scenes.

CPD Machine

Match Point Plus Machine

IBIS Correlation Server

IBIS MATCHPOINT+
COMAC - Comparison Microscope for forensic comparison investigations

The IBIS Hit Viewer extends the power of IBIS viewing tools to all of your COMAC workstations, thus making bullet and cartridge case confirmations more intuitive, quicker, and easier. IBIS potential matches are available from the IBIS Hit Viewer. Immediately with a side Side-by-Side Viewer.
Scope of Work

FORENSIC TECHNOLOGY

Total of (3) BrassTrax -3D systems
(3) Match Point+ Systems
(3) Projectina AG Comparison Microscopes
(1) Data Concentrator

1.1 Scope
The contractor shall furnish and deliver F.O.B., to the Chicago Police Department / Forensic Services Section located at 1011 South Homan, Chicago, Illinois 60624. The contractor will also include and provide Repair and Maintenance all in accordance with the terms and conditions of this Specification.

1.2 Intent
The Forensic Technology Ibistrax-3D, support and training provided under this contract will be utilized by Chicago Police Department Personnel for the comparison and identification of firearms used to commit violent crimes. This equipment will give the Department the ability to collect and compare 2D and 3D images of cartridge cases. The Acquisition and Analysis Stations are two independent workstations, thus permitting that the acquisition and analysis be done at the same time.

1.3 Equipment
The following is a list of equipment covered and/or types of equipment as required during the contract period:

(3) BrassTrax – 3D systems,
(3) Match Point + systems,
(3) Projectina AG Comparison Microscopes (COMAC),
(1) Data Concentrator

1.4 Equipment Specifications

1.4a BRASSTRAX-3D Acquisition Station

BRASSTRAX-3D, the cartridge case imaging component for the IBIS TRAX-3D product family, gives operators the ability to capture quality images of cartridge cases in both 2D and 3D offering greater impression detail and multiple viewing perspectives.

BRASSTRAX-3D is designed as a user-friendly, automated system that can be operated by law enforcement personnel who have minimal specialized training. The operator opens the acquisition station and places a cartridge case into a holder. Once the door of the acquisition station is closed, the operator orients the cartridge case according to a set protocol and then Forensic Technology’s automation technology takes over.
BRASSTRAX-3D automatically images breech face marks and centerfire firing pin impressions. With additional training, an operator may also manually acquire images of ejector marks and rim fire firing pin impressions. Once the images are acquired, BRASSTRAX-3D uploads them to the Data Concentrator, which is connected to the centralized IBIS Correlation Server.

### Functionality Features

- Management of case, cartridge case exhibit, and firearm exhibit information
- Automated imaging of a cartridge case's breech face mark and firing pin impression in both 2D and 3D with manual image capture of ejector marks
- Automated imaging of a cartridge case’s complete head stamp
- Direct and oblique lighting for precise image correlation and natural visual comparisons
- Supports multiple calibers ranging from 0.17 to 0.50 and from 410 bore to 10 gauge for shot shells
- Full range of viewing capabilities with the 3D model
- Automated acquisition reduces operator variances
- Minimal user training and expertise to operate
- Online Help
- Scalable acquisition station that is compatible with other IBIS solutions
- Multiple acquisition stations feeding the same database

### 1.4b MATCHPOINT+ Analysis Station for Cartridge Cases

MATCHPOINT+ for Cartridge Cases, the comparative analysis component for the IBIS TRAX-3D, provides dynamic visualization tools enabling operators to make more accurate and informed comparison conclusions. MATCHPOINT+ for Cartridge Cases offers the latest in IBIS technology for remotely comparing and analyzing cartridge cases in both two and three dimensions.

MATCHPOINT+ for Cartridge Cases also provides the ability to compare digital images in side-by-side or multi-viewing modes.

MATCHPOINT+ for Cartridge cases can examine cartridge case images acquired by IBIS Heritage and IBIS TRAX-3D Acquisition Stations, as well as analyze results generated by the IBIS Correlation Server. It provides powerful image analysis tools designed to help firearm examiners select potential matches suggested by the correlation scores and perform comparisons of likely candidates.

### Functionality Features

- Display of independent correlation scores for each image type captured (except for 3D DFF and Full Head stamp cartridge-case images)
- Access to images stored on local and remote Data Concentrators
- Ability to manually view and compare all exhibits in the IBIS database
- Ability to view results and images in a tile-screen format
- Ability to compare exhibits in a side-by-side comparison mode for closer analysis
- Dynamic visualization tools including the ability to view images in 2D and 3D, to change the magnification, and to control the intensity and direction of the light
• Ability to manage and link potential matches and positive identifications
• Ability to capture and export screen images
• Ability to generate standard and custom reports
• Ability to create manual correlation requests

1.4c Data Concentrator

The Data Concentrator is a scalable storage device that "concentrates" the data from multiple IBIS TRAX-3D acquisition stations. Additionally, it provides backup services and serves as the connection point for IBIS MATCHPOINT+ analysis stations, which are used to perform all reporting and analysis.

The Data Concentrator is designed to interface with IBIS Heritage systems allowing the full scope of analysis for mixed data sets collected on IBIS Heritage and IBIS TRAX-3D systems. The Data Concentrator can also host data acquired on decommissioned IBIS Heritage systems to preserve the value of historical data as a network evolves.

The Data Concentrator automatically generates a comparison request for each exhibit received from its acquisition stations. The scope of comparisons can be configured to encompass a number of acquisition sites on an IBIS network, to optimize searches based on geographical crime patterns. Comparisons are processed by IBIS Correlation Servers and the results are returned to the Data Concentrator. The results that are stored on the Data Concentrator are then reviewed using a MATCHPOINT+ analysis station.

1.4d Projectina Comparison Microscope

Projectina Comparison Microscope, consisting of:
• Optical comparison bridge with objective changer
• Magnification range 2.5x – 72x
• Binocular observation tube with 10x eyepieces
• Built-in macro objectives, working distance of 130 mm
• Coarse/fine height adjustment
• Dust cover
• Mechanical left and right stages
• Cartridge case holders
• Supports with plasticine for deformed bullets
• Clamping device for bullets
• Universal supports with three-point fixing clamp
• LED spot lights
• Fluorescent lighting system
• PAG IS5, 5 MP CMOS Digital Color Camera
• PIA-6 Digital Software
• Computer and monitor
• Working Bench
• Dust cover
2 Training Program

2.1 On-Site Basic User Training
The IBIS Basic User Training will last five (5) consecutive working days and will be divided into two parts: BRASSTRAX-3D (data acquisition; 3 days) and MATCHPOINT+ (data analysis; 2 days). Each part will be facilitated by one (1) certified instructor and a maximum of two (2) students per station. A maximum of six (6) different students per station can participate in the training course.

The Projectina Basic User Training will last four (4) consecutive working days.

The Basic User Training addresses the following topics:

- System components
- Navigation of GUI
- Case management
- Acquisition protocols
- Interpretation of correlation results
- Image management and analysis
- Hit management
- Reports
- Data backup
- Numerous practical exercises

2.2 Coaching
Following the Basic User Training course, Forensic Technology will assign an instructor to the newly trained operators to answer questions arising from the use of the IBIS TRAX-3D system. Teleconferences or webinars can be scheduled to address a group of students, or alternatively individual students can call or send e-mails to the instructor.

2.3 On-Site Follow-Up Training
After the newly trained operators have accumulated several months of experience with the IBIS TRAX-3D system, Forensic Technology will send an instructor to the Customer site for Follow-Up Training. This training will last three (3) consecutive working days and will be facilitated by one (1) certified instructor and a maximum of four (4) students.

The Follow-Up Training session will address the following topics:

- Assessment of user's acquisition and analysis techniques
- Assessment of existing data entries
- Review of acquisition protocols
- Coaching on specific tasks and functions

2.4 Post-Training Support
Once all training courses have been completed, system operators can continue contacting Forensic Technology instructors for post-training support. This service is available via telephone or e-mail and as long as the equipment is under warranty or covered by the SafeGuard Extended Warranty and Protection Plan.

2.5 Training Manuals
Students will be given English language training manuals.
3 Warranty

The proposed solution includes a one-year, wide-coverage warranty (parts and labor) that commences upon the successful completion of the on-site Test Procedure or three months from the date of shipment, whichever comes first.

Following the expiration of the standard warranty, The Chicago Police Department has a 3 year SafeGuard Extended Warranty and Protection Plan on each piece of equipment. Pricing detailed in the formal quote.

3.1 Services

The standard warranty and SafeGuard plan provides Customers with the following services:

3.1.1 Support Center

Forensic Technology has an international support center to serve Customers. The support center provides:

- Customer and technical support (help desk) via telephone and/or e-mail
- 24/7 telephone hot line with callback within one hour
- Dedicated toll-free telephone number at 1-877-558-7298
- Internet e-mail address: fti.support@contactft.com

Calls can be placed 24 hours a day, 7 days a week. If a help-desk administrator cannot answer the call immediately, the Customer can leave a message and can expect a return call within one hour.

The help-desk administrators are an excellent resource for assistance to operators with system-related questions.

3.1.2 Technical Support

Forensic Technology provides technical support to diagnose and resolve problems. The Customer will be notified on how long it will take to correct the problem. Whenever possible, an initial solution will be provided. Materials and/or a support technician on-site will be provided, as required, in a timely manner.

3.1.3 Replacement of Defective Hardware

Forensic Technology will replace defective hardware; it will be installed by a certified Forensic Technology field technician. Shipping charges for the replacement hardware will be paid for by Forensic Technology.

The cost of demonstrating the need to diagnose such defects at the Customer site, if required, shall be for the account of the Customer. Any product or component, or part thereof so replaced or repaired, will be warranted by Forensic Technology for the balance of the system warranty period. Any and all such replacements or repairs necessitated by inadequate preventative maintenance, or by normal wear and usage, or by the fault of the use of power sources supplied by others, or by attack and deterioration under unsuitable environmental conditions, or Customer inappropriate use or negligence, shall be for the account of the Customer. Forensic Technology shall not be obliged to pay any costs or charges including “back charges” incurred by the Customer or any other party except as may be agreed upon in writing in advance by Forensic Technology.
3.1.4 Minor Hardware Upgrades
Prior to the deployment of a software upgrade, Forensic Technology will evaluate the capacity of each system computer and, if necessary, will upgrade the random-access memory (RAM) and/or hard disk drive. These upgrades will ensure that the new IBIS application software continues to run optimally on the computer. The decision to perform a minor hardware upgrade on a given computer is at the sole discretion of Forensic Technology.

3.1.5 On-site Remedial Support
This level of support is provided only when issues cannot be resolved over the telephone or remotely via the service communication line, which is furnished and maintained by the Police Department. In this situation, Forensic Technology will send a certified field technician to the Customer site to perform the corrective maintenance and return the system to operation. Before leaving the site, the field technician will complete a Work Order Summary Report and will leave a copy of this report with the Customer.

3.1.6 Proactive Maintenance
When delivering on-site remedial support, the Forensic Technology field technician will also perform proactive maintenance on the system to ensure its optimal operation. The field technician will inspect, clean, lubricate, and calibrate the system, and will perform visual and functional verifications. The field technician will also take note of any worn parts that require replacement, either immediately or during a subsequent site visit.

3.1.7 System Proactive Care
System Proactive Care comprises a set of inspections that will identify system performance inefficiencies before they cause problems or result in downtime. These activities include: review of the tape backup log and correlation results processing log; verification of the hard disk space availability, software log files, server, and correlation status; checks of the microscope and lighting.

System Proactive Care will be performed remotely by Forensic Technology using the Customer-supplied service communication line. Forensic Technology will coordinate each occurrence of this service with the Customer.

3.1.8 Correction of IBIS Application Errors (Software Bugs)
If the Customer detects and reports an application error (software bug) to the support center, a Software Trouble Report will be issued to Forensic Technology’s Engineering department. The committed turnaround time for replying to a Software Trouble Report is dependent upon the impact of the application error on the Customer’s system. For a major problem (one that seriously diminishes the operation of the system), a patch will be implemented on the system as soon as the engineers devise a solution to the problem. For a minor problem (one that does not severely affect the operation of the system), the problem will be addressed and the solution will be implemented in the next software version.

3.1.8.1 Software Upgrades
By participating in the SafeGuard plan, the Customer’s initial software investment is guaranteed to evolve over time. With SafeGuard, the IBIS application software will be upgraded to reflect the new features and functionalities that have been researched and developed by the dedicated team of scientists, product developers, and law enforcement experts. Software upgrades also
address the life cycle management of third-party software including operating systems, database management, and backup software. However, Forensic Technology will upgrade the third-party software supplied with the system (as listed in their records) only if it decides that it is absolutely necessary to keep the system current within a licensed version.

Software upgrades may be released as a service pack update or as part of a major software version release. Forensic Technology deploys software upgrades using the system’s service communication line, after receiving approval from the Customer. Database configuration changes may also be performed during the upgrade process. Only sites with the recommended service communication line having the required quality of service can have their software upgraded remotely.

3.1.8.2 Backward Compatibility
Software upgrades and corrections will provide for backward compatibility with existing data. This does not apply to the introduction of new products or significantly different technology.

3.1.9 User Documentation
Should a software upgrade require changes to the documentation, Forensic Technology will amend the user documentation at no extra cost. Additional copies can be made available in PDF format at no extra cost or in printed format at a nominal cost.

3.1.10 Assistance with Custom Report Templates
The system includes a set of standard report templates. It also includes the functionality for users to generate their own customized report templates based on a variety of parameters. Should users require guidance beyond their basic training; The Global Customer Services department will provide expert technical assistance over the phone to help users create customized report templates.

3.1.11 Travel and Living Expenses
Travel and living expenses of Forensic Technology personnel is covered by Forensic Technology when they are related to the delivery of the services included with the standard warranty or SafeGuard plan.

3.1.12 Annual Status Report
During the year, Forensic Technology carries out many activities with users and on the system. Forensic Technology tracks all of these activities with its service management software tool, which allows Forensic Technology to generate and submit the Annual Status Report to the Customer.

This report documents all activities within the last 12 months and is made available to the Customer in PDF or hard copy format. The report documents interactions with users, proactive calls and visits, remote and on-site corrective maintenance, remote and on-site proactive maintenance, software upgrades, training courses, Customer Care activities, and other events.

3.1.13 Service Level Objective
Forensic Technology strives to achieve excellence in delivering Customer Services. Their mission is to provide Customers with first class services that exceed industry standards for quality, security, and customer satisfaction. To reach this goal, Forensic Technology has become
ISO certified and has now embarked on an ITIL compliance program and the associated certification program.

For the Police Department, this translates into a Service Level Objective of no less than **95 percent system availability**. This objective is for each IBIS TRAX-3D system and is based on a 24/7 operational availability calculated per quarter, to the minute. Scheduled maintenance and system downtime caused by events not under the control of Forensic Technology (called unavailable minutes) are excluded from this calculation.

Definitions:
- **System Uptime** equals the number of system components at the Police Department site multiplied by number of minutes in a quarter.
- **System Downtime** equals the cumulative number of minutes that each system component was nonoperational during the quarter. System Downtime excludes the time required to perform scheduled maintenance and any other downtime caused by events not under the control of Forensic Technology.

3.2 **Warranties, Material, Workmanship, and Title**

Forensic Technology warrants to the Police Department that all products delivered by Forensic Technology shall be new and free from defects in material, workmanship, and title.

Forensic Technology expressly warrants the products manufactured by it, as meeting the applicable Forensic Technology specifications.

Forensic Technology makes no other warranties either expressed or implied (including without limitation warranties as to merchantability or fitness for a particular purpose). The Customer retains responsibility for the application and functional adequacy of the purchased system.

The customer or any other third party must not alter the system's configuration, either by installing hardware/software or modifying system parameters. Should any modifications be performed by any party other than Forensic Technology, Forensic Technology reserves the right to void the balance of the system's warranty.

3.3 **Availability Commitment**

Forensic Technology commits to the supply of spare parts for a period of seven (7) years from installation of the equipment. If a defective component cannot be replaced due to discontinuation by its manufacturer, Forensic Technology will make the utmost effort to propose an alternate solution.

4.0 **Exceptions**

Any deviations from these specifications must be noted on the Proposal Page or Pages attached thereto, with the exact nature of the change outlined in sufficient detail. The reason for which deviations were made should also follow if not self-explanatory. Failure of a contractor to comply with the terms of this paragraph may be cause for rejection. The City reserves the right to disqualify bids which do not completely meet outlined specifications. The impact of exceptions to the specification will be evaluated by the City in determining its need.

Joseph P. Murphy
Joseph P. Murphy
Commander
Forensic Services Division
Jamie Rhee
Chief Procurement Officer
Department of Procurement Services
121 North LaSalle Street-Room 403
Chicago, Illinois 60602

30 August 2012

Re: Request for Non-Competitive Procurement

Estimated cost: $1,102,243.00
Specification #: 109722
Requisition: 73153

Ms. Rhee,

The Chicago Police Department Forensic Services Division is seeking a sole source noncompetitive bid contract with Forensic Technology Inc. The Department has contacted the Alcohol Tabasco and Firearms Agency in reference to their National Integrated Ballistics Information Network (NIBIN). The only equipment that will work on their NIBIN Network is Manufactured and sold by Forensic Technology. No other equipment on the market is capable of operating on the NIBIN network. The Department has researched other manufacturers of ballistic identification systems on the market; they include Russia's ARSENAL by Papillion Systems, POISC by SBC Co. Ltd, and EVOFINDER by SCANBIII Technology. None of the above listed companies can meet the specification of what the Chicago Police Department needs. The Department requires the equipment to have the ability to be part of the NIBIN network which is operated and maintained by the ATF. The only equipment that will work on their NIBIN Network is Manufactured and sold by Forensic Technology. No other equipment on the market is capable of operating on the NIBIN network. The equipment from Forensic Technology will allow the department a seamless transition from the machines that capture the data digitally to the NIBIN server which performs the advanced algorithm producing the link between crime scene evidence and weapons.

The equipment purchased from Forensic Technology will allow the Department to:

- Collect and share forensic firearms data and imagery Nationally
- Searching of local, regional and National firearms evidence files
- Overcoming jurisdictional and logistical constraints
- Linking unsolved shootings to other shootings or to confiscated firearms
- Using firearms evidence to link repeat offenders to crimes that can expedite identification and apprehension of violent offenders
Marvin J. Shear
Executive Officer
Bureau of Administration
Chicago Police Department
August 24, 2012

Joseph P. Murphy, Commaander
Forensic Services Division
Chicago Police
1011 S. Homan Ave.
Chicago, IL 60624

Subject: Request for Full MBE/WBE Waiver

Dear Sir:

The IBISTRAX-3D technology and Projectina AG Comparison Microscopes (COMAC) are being considered by the Chicago Police Department.

As stated in our letter justifying sole source status for these products, Forensic Technology is the only company that can provide their proprietary products, IBIS, IBISTRAX-3D, MATCHPOINT, MATCHPOINT+ and Data Concentrator hardware and software, as well as maintenance, upgrades and service, including moving and training services pertaining thereto. Also, Projectina AG is a wholly-owned division of Forensic Technology. As such, Forensic Technology is the only company that can provide Projectina’s proprietary products in North America, including without limitation the COMAC, as well as maintenance, upgrades and service.

In light of the above, and considering that Forensic Technology is not minority- or women-owned, we respectfully ask that this procurement be exempted from the City of Chicago Minority and Women Owned Business Procurement Program (MBE/WBE), and that Forensic Technology be granted a full waiver in that respect, so that your city may benefit from the IBIS technology.

Yours truly,

Sylvie Demers
Contracts Manager
August 24, 2012

Joseph P. Murphy, Commander
Forensic Services Division
Chicago Police
1011 S. Homan Ave.
Chicago, IL 60624

Subject: Sole Source Letter

Dear Sir:

The IBISTRAX-3D technology and Projectina AG Comparison Microscopes (COMAC) are being considered by the Chicago Police Department.

The IBISTRAX-3D products use the IBISTRAX-3D technology, encompassing a number of patents protected in the United States and throughout the world. As such, manufacturing and servicing these products require access to proprietary, commercially-sensitive information that is only usable by those employees of Forensic Technology, who have been duly authorized and trained to do so.

Consequently, Forensic Technology is the only company that can provide their proprietary products, IBIS, IBISTRAX-3D, MATCHPOINT, MATCHPOINT+ and Data Concentrator hardware and software, as well as maintenance, upgrades and service, including moving and training services pertaining thereto. Furthermore, IBISTRAX-3D, currently in use in the United States under the ATF NIBIN program, is the only technology that will work on the NIBIN Network, as other technologies are not compatible with the NIBIN Network.

Projectina AG is a wholly-owned division of Forensic Technology. As such, Forensic Technology is the only company that can provide Projectina’s proprietary products in North America, including without limitation the COMAC, as well as maintenance, upgrades and service. In addition, given the proprietary nature of the IBISTRAX-3D products, Forensic Technology is the only company in the world that can effectively link its proprietary products and the COMAC. Combining the IBISTRAX-3D products with the COMAC provides the law enforcement community with superior tools to achieve their mission.

Yours truly,

Sylvie Demers
Contracts Manager
CERTIFICATE OF FILING FOR

CITY OF CHICAGO ECONOMIC DISCLOSURE STATEMENT

EDS Number: 34123
Certificate Printed on: 07/06/2012
Disclosing Party: Forensic Technology WAI Inc.
Filed by: Mrs. Sylvie Demers
Matter: TRAX-3D Integrated Ballistics Identification System
Applicant: Forensic Technology WAI Inc.
Specification #:
Contract #: TBA

Date of This Filing: 07/06/2012 11:01 AM
Original Filing Date: 07/06/2012 11:01 AM
Title: Contracts Manager

The Economic Disclosure Statement referenced above has been electronically filed with the City. Please provide a copy of this Certificate of Filing to your city contact with other required documents pertaining to the Matter. For additional guidance as to when to provide this Certificate and other required documents, please follow instructions provided to you about the Matter or consult with your City contact.

A copy of the EDS may be viewed and printed by visiting https://webapps.cityofchicago.org/EDSWeb and entering the EDS number into the EDS Search. Prior to contract award, the filing is accessible online only to the disclosing party and the City, but is still subject to the Illinois Freedom of Information Act. The filing is visible online to the public after contract award.
Jamie Rhee  
Chief Procurement Officer  
Department of Procurement Services  
121 North LaSalle Street-Room 403  
Chicago, Illinois 60602

Re: Request for Non-Competitive Procurement

Estimated cost: $1,102,243.00
Specification #: 109722
Requisition: 73153

29 August 2012

Ms. Rhee,

The below listed individuals will attend the NCRB meeting.

1. Joseph P. Murphy  
Commander  
Forensic Services Div.

2. Kathleen Boehmer  
Deputy Chief  
Bureau of Detectives

3. John McMurray  
Commanding Officer  
Mobile Crime Lab  
Forensic Services Division

4. Herbert Keeler  
Police Forensic Investigator  
Forensic Services Division

5. Joel W. Brown  
Administrative Service Officer II

Marvin J. Shear  
Executive Officer  
Bureau of Administration  
Chicago Police Department
Jamie Rhee
Chief Procurement Officer
Department of Procurement Services
121 North LaSalle Street-Room 403
Chicago, Illinois 60616

Re: Request for Full Waiver request for MBE and WBE – Forensic Technology
Specification #: 109722
Requisition: 73153

29 August 2012

The Chicago Police Department respectfully requests that a full MBE waiver (25%) and a full WBE waiver (5%) be granted to Forensic Technology. The said contractor is not MBE or WBE owned. The City of Chicago Police Department search for the IBIS, Integrated Ballistics Identification System, has revealed that the IBISTRAX-3D, Match Point and Comparison Microscopes are the only products of its kind; these are patented products and Forensic Technology is the only company that can provide these products.

Please find attached correspondence from Forensic Technology requesting the full waiver.

Thank you for your attention to this matter.

Sincerely,

Marvin J. Shear
Executive Officer
Bureau of Administration
Chicago Police Department
August 24, 2012

Joseph P. Murphy, Commander
Forensic Services Division
Chicago Police
1011 S. Homan Ave.
Chicago, IL 60624

Subject: Request for Full MBE/WBE Waiver

Dear Sir:

The IBISTRAX-3D technology and Projectina AG Comparison Microscopes (COMAC) are being considered by the Chicago Police Department.

As stated in our letter justifying sole source status for these products, Forensic Technology is the only company that can provide their proprietary products, IBIS, IBISTRAX-3D, MATCHPOINT, MATCHPOINT+ and Data Concentrator hardware and software, as well as maintenance, upgrades and service, including moving and training services pertaining thereto. Also, Projectina AG is a wholly-owned division of Forensic Technology. As such, Forensic Technology is the only company that can provide Projectina’s proprietary products in North America, including without limitation the COMAC, as well as maintenance, upgrades and service.

In light of the above, and considering that Forensic Technology is not minority- or women-owned, we respectfully ask that this procurement be exempted from the City of Chicago Minority and Women Owned Business Procurement Program (MBE/WBE), and that Forensic Technology be granted a full waiver in that respect, so that your city may benefit from the IBIS technology.

Yours truly,

Sylvie Demers
Contracts Manager
August 24, 2012

Chicago Police Department
Forensic Services Division
Commander Joseph P Murphy
1011 S. Homan Ave.
Chicago, IL 60624

Subject: IBIS® BRASSTRAX-3D TM Acquisition Station,
IBIS® MATCHPOINT+ Analysis Station and Projectina AG
Comparison Microscope (COMAC)
Our Reference S-2322B

Dear Commander Murphy:

Forensic Technology WAI Inc. is pleased to provide the Chicago Police Department
(“the Customer”) with a budgetary price quote for three (3) BRASSTRAX-3D
Acquisition Stations, three (3) MATCHPOINT+ Analysis Stations, one (1) Data
Concentrator and three (3) Projectina AG Comparison Microscopes (COMAC) which
shall be added to the equipment that is already in use.

Please find below our pricing table for the proposed systems:

Equipment

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Unit Price</th>
<th>Qty</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>BRASSTRAX-3D Acquisition Station</td>
<td>$120,000</td>
<td>3</td>
<td>$360,000</td>
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<td>2.</td>
<td>MATCHPOINT+ Analysis Station for Cartridge Cases</td>
<td>$60,000</td>
<td>3</td>
<td>$180,000</td>
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<tr>
<td>3.</td>
<td>Data Concentrator</td>
<td>$85,000</td>
<td>1</td>
<td>$85,000</td>
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<td>4.</td>
<td>Projectina AG Comparison Microscope (COMAC) (see note 3 below)</td>
<td>$60,791</td>
<td>3</td>
<td>$182,373</td>
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<tr>
<td>5.</td>
<td>Services include site survey, installation and commissioning, on-site training for four students, and one-year warranty for items 1, 2, 3 and 4 above. Travel and living expenses for our installer and instructor are excluded (see item 6 below).</td>
<td>n/a</td>
<td>1 lot</td>
<td>Included</td>
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<td>6.</td>
<td>Travel and living expenses for Forensic Technology’s Installer and Instructor</td>
<td>$22,362</td>
<td>1 lot</td>
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<tr>
<td></td>
<td>TOTAL (US Dollars)</td>
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<td></td>
<td>$829,735</td>
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This proposal includes data that are the exclusive property of Forensic Technology and shall not be duplicated, used, or disclosed—in whole or in part—for any purpose other than to evaluate this proposal. The data subject to this restriction are contained in all sheets of this proposal, including appendices and other volumes.
SafeGuard Extended Warranty & Protection Plan for three (3) additional years following the one-year warranty period

<table>
<thead>
<tr>
<th>BRASSTRAX-3D Acquisition Station</th>
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<td>Year 1</td>
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<tr>
<td>Year 2</td>
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<td>3</td>
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<tr>
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<td><strong>TOTAL (USD)</strong></td>
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<th>Total Price</th>
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<tbody>
<tr>
<td>Year 1</td>
<td>$9,645</td>
<td>1</td>
<td>$9,645</td>
</tr>
<tr>
<td>Year 2</td>
<td>$9,645</td>
<td>1</td>
<td>$9,645</td>
</tr>
<tr>
<td>Year 3</td>
<td>$9,645</td>
<td>1</td>
<td>$9,645</td>
</tr>
<tr>
<td><strong>TOTAL (USD)</strong></td>
<td></td>
<td></td>
<td><strong>$28,935</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Projectina AG Comparison Microscope (COMAC)</th>
<th>Unit Price</th>
<th>Qty</th>
<th>Total Price</th>
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<tbody>
<tr>
<td>Year 1</td>
<td>$6,973</td>
<td>3</td>
<td>$20,919</td>
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<tr>
<td>Year 2</td>
<td>$6,973</td>
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<tr>
<td>Year 3</td>
<td>$6,973</td>
<td>3</td>
<td>$20,919</td>
</tr>
<tr>
<td><strong>TOTAL (USD)</strong></td>
<td></td>
<td></td>
<td><strong>$62,757</strong></td>
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<td><strong>GRAND TOTAL (US)</strong></td>
<td></td>
<td></td>
<td><strong>$272,508</strong></td>
</tr>
</tbody>
</table>

**NOTES:**

1) All prices are subject to change without notice after the January 31, 2013 expiration date.

2) Except for levies related to the importation of goods (import duties and custom clearance fees), any taxes, charges or assessments of any nature levied by any governmental authority are for the Customer's account.

**NOTES – Continued**
3) Equipment delivered as a result of this proposal will be covered by a one-year warranty offered by the equipment manufacturer Projectina AG, a wholly-owned subsidiary of Forensic Technology. The warranty begins on the date of shipment from the manufacturer.

4) The pricing presented above for our SafeGuard Extended Warranty & Protection Plan is contingent on both the equipment and the extended three (3) years warranty being purchased upfront. Should the Customer wish to purchase the additional warranty at a later date, then the SafeGuard Extended Warranty & Protection Plan pricing will need to be revised.

Should you have any questions about this proposal, please do not hesitate to contact Ms. Stacy Stern in Montreal, Canada at telephone number +1 514 489 4247 or via email at stacy.stern@contactft.com. We look forward to your reply.

Best regards,

Nathalie Beauserjour
Team Leader, Sales Operations
CERTIFICATE OF LIABILITY INSURANCE

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

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

PRODUCER
PAYCHEX INSURANCE AGENCY INC
150 SAWGRASS DR
ROCHESTER, NY 14620
(877) 362-6785
SV996 70A

CONTACT
NAME: 
PHONE: 
(M/C No, Ext): (877) 362-6785 
FAX: (A/C, No): (877) 877-0447
E-MAIL: paychex@travelers.com
PRODUCER CUSTOMER ID #: 7720.99141
INSURER(S) AFFORDING COVERAGE NAIC #
INSURED FORENSIC TECHNOLOGY INC
7975 114TH AVE N STE 200
LARGO, FL 33773
INSURER A: THE TRAVELERS INDEMNITY COMPANY OF AMERICA
INSURER B: 
INSURER C: 
INSURER D: 
INSURER E: 
INSURER F: 

COVERAGES CERTIFICATE NUMBER: 144057733261391 REVISION NUMBER:

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

<table>
<thead>
<tr>
<th>INSR LSIT</th>
<th>TYPE OF INSURANCE</th>
<th>ADOL</th>
<th>SUBR</th>
<th>WYD</th>
<th>POLICY NUMBER</th>
<th>POLICY EFF (MM/DD/YYYY)</th>
<th>POLICY EXP (MM/DD/YYYY)</th>
<th>LIMITS</th>
</tr>
</thead>
</table>

GENERAL LIABILITY

- COMMERCIAL GENERAL LIABILITY
  - CLAIMS-MADE 
  - OCCUR

- GENL AGGREGATE LIMIT APPLIES PER: 
  - POLICY
  - PROJ
  - LOC

AUTOMOBILE LIABILITY

- ANY AUTO
- ALL OWNED AUTOS
- SCHEDULED AUTOS
- HIRED AUTOS
- NON-OWNED AUTOS

UMBRELLA LIAB

- OCCUR
- CLAIMS-MADE

EXCESS LIAB

DEDUCTIBLE RETENTION $ 

WORKERS COMPENSATION AND EMPLOYERS' LIABILITY 

<table>
<thead>
<tr>
<th>Y/N</th>
<th>WC STATUTORY LIMITS</th>
<th>OTHER</th>
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<tbody>
<tr>
<td>X</td>
<td>UB-7063N808-12</td>
<td>08/18/2011</td>
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<tr>
<td></td>
<td>E.L. EACH ACCIDENT</td>
<td>$1,000,000</td>
</tr>
<tr>
<td></td>
<td>E.L. DISEASE - EA EMPLOYEE</td>
<td>$1,000,000</td>
</tr>
<tr>
<td></td>
<td>E.L. DISEASE - POLICY LIMIT</td>
<td>$1,000,000</td>
</tr>
</tbody>
</table>

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

AS RESPECTS TO WORKER'S COMPENSATION COVERAGE, WC 00 03 13 WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT HAS BEEN ATTACHED TO THE POLICY IN FAVOR OF CITY OF CHICAGO.

CERTIFICATE HOLDER

CITY OF CHICAGO
DEPARTMENT OF PROCUREMENT SERVICES
121 N. LASALLE ST. #403
CHICAGO, IL 60602

CANCELATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2009 ACORD CORPORATION. All rights reserved.
CERTIFICATE OF LIABILITY INSURANCE

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PRODUCER
PAYCHEX INSURANCE AGENCY INC
150 SAWGRASS DR
ROCHESTER, NY 14620
(877) 362-6785
SV996 70A

CONTACT
NAME:
PHONE: (877) 362-6785
FAX: (877) 677-0447
E-MAIL: paychex@travelers.com

INSURED
FORENSIC TECHNOLOGY INC
7975 114TH AVE N STE 200
LARGO, FL 33773

INSURER A: THE TRAVELERS INDENDITY COMPANY OF AMERICA
INSURER B:
INSURER C:
INSURER D:
INSURER E:
INSURER F:

CARRIER: NAIC #

COVERAGE:

COSTER NUMBER: 144057733261391

REVISION NUMBER:

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

INSR
INSR
NO. TYPE OF INSURANCE ADDED SUBW POLICY NUMBER POLICY EFF (MM/DD/YYYY) POLICY EXP (MM/DD/YYYY) LIMITS

GENERAL LIABILITY
COMMERCIAL GENERAL LIABILITY
CLAIMS-MADE OCCUR

AUTO MOBILE LIABILITY
ANY AUTO
ALL OWNED AUTOS
SCHEDULED AUTOS
HIRED AUTOS
NON-OWNED AUTOS

UMBRELLA LIABILITY
CLAIMS-MADE OCCUR

EXCESS LIABILITY
CLAIMS-MADE OCCUR

DEDUCTIBLE RETENTION

WORKERS COMPENSATION
AND EMPLOYERS' LIABILITY
CLAIMS-MADE OCCUR

Y/N UB-7063N808-12 08/18/2012 08/18/2013 X
E.L. EACH ACCIDENT $1,000,000
E.L. DISEASE - EA EMPLOYEE $1,000,000
E.L. DISEASE - POLICY LIMIT $1,000,000

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

AS RESPECTS TO WORKER'S COMPENSATION COVERAGE, WC 00 03 13 WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT HAS BEEN ATTACHED TO THE POLICY IN FAVOIR OF CITY OF CHICAGO.

CERTIFICATE HOLDER
CITY OF CHICAGO
DEPARTMENT OF PROCUREMENT SERVICES
121 N. LASALLE ST, #403
CHICAGO, IL 60602

CANCELLATION
SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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ACORD 25 (2009/09) The ACORD name and logo are registered marks of ACORD
Arthur J. Gallagher Group Quebec ULC

CERTIFICATE OF INSURANCE

NO: 11-123

DATE: July 7, 2012

This document supersedes any certificate previously issued under this number

NAME AND ADDRESS OF INSURED:

FORENSIC TECHNOLOGY WAI INC.
5757 Cavendish Blvd., Suite 200
Montréal, Québec   H4W 2W8

CERTIFICATE ISSUED TO:

CITY OF CHICAGO
Department of Procurement Services
Jamie L. Rhee, Chief Procurement Officer
121 North LaSalle Street, Room 403
Chicago, Illinois  60602-1284

<table>
<thead>
<tr>
<th>Type(s) of Insurance</th>
<th>Insurer(s)</th>
<th>Policy No(s.)</th>
<th>Effective/Expiry Dates</th>
<th>Coverage</th>
<th>Limit(s) of Liability</th>
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<tbody>
<tr>
<td>General Liability</td>
<td>Chubb Insurance Company</td>
<td>35760716</td>
<td>Oct. 1st, 2011 to Oct. 1st, 2012</td>
<td>Inclusive limit for Bodily Injury and Property Damage Including: - All premises and operations - Separation of insureds - Defense - Blanket Contractual Liability</td>
<td>$1,000,000 US per Occurrence $1,000,000 US per Policy Period for Products and Completed Operations $1,000,000 US-non-owned/hired Automobile Liability $2,000,000 US tenant legal liability</td>
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<tr>
<td>Umbrella Liability</td>
<td>Chubb Insurance Company</td>
<td>79762209</td>
<td>Oct. 1st, 2011 to Oct. 1st, 2012</td>
<td>In excess of primary underlying liability</td>
<td>$1,000,000 US Aggregate $1,000,000 US Products/Completed Operations</td>
</tr>
</tbody>
</table>

SPECIAL NOTE: The City of Chicago is added as an additional insured but only with respect to liability arising out of the operations of the named insured regarding the contract.

FEATURES: Primary and non-contributory

NOTICE OF CANCELLATION:

Should any of the policies described herein be cancelled before the expiration date thereof, the insurer affording coverage will endeavor to mail 30 days written notice to the Certificate Holder named herein, but failure to mail such notice shall impose no obligation or liability of any kind upon the insurer affording coverage, its agents or representatives.

ARTHUR J. GALLAGHER GROUP QUEBEC ULC

1100 René Lévesque Blvd. West, Suite 1350,
Montreal, QC  H3B 4N4
Telephone: 1-514 861-5522   Fax: 1-514-392-9264

ARTHUR J. GALLAGHER GROUP QUEBEC ULC

Authorized Representative
CERTIFICATE OF INSURANCE  NO: 12-002  DATE: October 3rd, 2012

This document supersedes any certificate previously issued under this number.

This is to certify that the policies of insurance described herein have been issued to the Insured named herein for the policy period indicated. Notwithstanding any requirement, term or condition of any contract or other document with respect to which the Certificate may be issued or may pertain, the insurance afforded by the policies described herein is subject to all the terms, conditions and exclusions of such policies. Limits shown may have been reduced by paid claims. This Certificate is issued as a matter of information only and confers no rights upon the Certificate Holder other than those provided by this policy. This Certificate does not amend, extend or alter the coverage afforded by the policies described herein.

NAME AND ADDRESS OF INSURED:  FORENSIC TECHNOLOGY INC.
5757 Cavendish Blvd., Suite 200
Montréal, Québec  H4W 2W8

CERTIFICATE ISSUED TO:  CITY OF CHICAGO
Department of Procurement Services
Jamie L. Rhee, Chief Procurement Officer
121 North LaSalle Street, Room 403
Chicago, Illinois  60602-1284

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</thead>
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<tr>
<td>General Liability</td>
<td>Chubb Insurance Company</td>
<td>35750716</td>
<td>Oct. 1st, 2012 to Oct. 1st, 2013</td>
<td>Inclusive limit for Bodily Injury and Property Damage</td>
<td>$1,000,000 US per Occurrence $1,000,000 US per Policy Period for Products and Completed Operations $1,000,000 US-owned/hired Automobile Liability $2,000,000 US tenant legal liability</td>
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Montreal, QC  H3B 4N4
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Authorized Representative