



Attach required forms for each procurement type and detailed scope of services and/or specifications and forward original documents to the Chief Procurement Officer; City Hall, Room 806.

Date: 11/29/23

Department Name: Office of the Mayor

Requisition No: 568113 Specification No: 1256619

PO No: Modification No:

Contract Liaison: Wanda Gonzalez

Telephone: 312-7 44-382

Email: wanda.gonzalez@cityofchicago.org

Project / Program Manager: Mike Ciaccio

Telephone: 312-744-2597

Email: michael.ciaccio@cityofchicago.org

For Blanket Agreements, the lead department must consult with other departments who may want to participate in the Blanket Agreement. If grant funded, attach copy of the approved grant application and other terms and conditions of the funding source.

Note:

- 1) **Funding:** Attach information if multiple funding lines
- 2) **Individual Contract Services:** Include approval form signed by all parties
- 3) **ITGB:** IT project valued at \$100,000.00 or more, attach approval transmittal sheet.

*Contract Liaison Signature: *Wanda Gonzalez*

*By signing this form, I attest that all information provided is true and accurate.

Project Title: Legislative Consulting Services

Project Description: Legislative Consulting Services in Springfield, IL for the City of Chicago

Funding:

Corporate Bond Enterprise Grant Other:

IDOT/Transit IDOT/Highway FHWA FTA FAA

LINE	FY	FUND	DEPT	ORGN	APPR	ACTV	PROJECT	RPTG	ESTDOLLAR AMOUNT
023	100	01	2005	9121	229121				
024	100	01	2005	9121	229121				

Check One:

New Contract Request

*By signing below, I attest the estimates provided for this contract are true and accurate.

*Project / Program Manager Signature: *Michael Ciaccio*

Commissioner/Authorized Designee Signature: *Shirley Hines*

Purchase Order Type:

Blanket/Purchase Order (DUR)

Master Consultant Agreement (Task Order)

Standard/One-Time Purchase

Special Approvals Required:

Emergency

Non-Competitive Review Board (NCRB)

Request for Individual Contract Services

Information Technology Governance Board (ITGB)

IDOT Concurrence

Purchase Order Information:

Contract Term (No. of Months): 12

Extension Options (Rate of Recurrence): 12 month extension option

Estimated Spend/Value: \$ 92,000

Procurement Method:

Bid RFP RFQ RFI

Small Order

Grant Commitment / Expiration Date:

Pre-Bid/Submittal Conference: Yes No

Mandatory Site Visit

Contract Type:

Architect Engineering Commodity Construction JOC SBI

Professional Services Revenue Generating Vehicle & Heavy Equipment

Work Service Joint Procurement Reference Contract

Modification or Amendment

Modification Information: \$92000

PO Start Date: 12/20/23

PO End Date: 12/20/24

Amount (Increase/Reduction):

MBE/WBE/DBE Analysis: (Attach MBE/WBE/DBE Goal Setting Memo)

Full Compliance Contract Specific Goals

No Stated Goals Waiver Request

Safety Enhancing Vehicle Equipment (MCC 2-92-597) Yes ___ No ___

Modification/Amendment Type:

Time Extension Scope Change/Price Increase /Additional Line Item(s)

Vendor Limit Increase Requisition Encumbrance Adjustment

Other (specify):

Risk Management / EDS / IDOT

Insurance Requirements (included) Yes No

EDS Certification of Filing (included) Yes No

IDOT Concurrence (required) Yes No

Vendor Information

Name: William Filan, Ltd.

Contact: William Filan

Address: 1716 W. George Street

E-mail: wfilan@1716@gmail.com

Phone: 312-420-6813



**DEPARTMENT OF PROCUREMENT SERVICES
NON-COMPETITIVE REVIEW BOARD (NCRB) APPLICATION**

Complete this cover form and the **Non-Competitive Procurement Application Worksheet** in detail. Refer to the page entitled **"Instructions for Non-Competitive Procurement Application"** for completing this application in accordance with its policy regarding NCRB. Complete "other" subject area if additional information is needed. Subject areas must be fully completed and responses merely referencing attachments will not be accepted and will be immediately rejected.

Department	Originator Name	Telephone	Date	Signature of Application Author
Mayor's Office	Sydney Holman	4-7350	11/29/23	
Contract Liaison	Email Contract Liaison	Telephone		
Wanda Gonzalez	wanda.gonzalez@cityofchicago.org	4-3872		

List Name of NCRB Attendees/Department

Sydney Holman	Office of the Mayor
Mike Ciaccio	Office of the Mayor
Wanda Gonzalez	Office of the Mayor

Request NCRB review be conducted for the product(s) and/or service(s) described herein.

Company: William Filan Ltd

Contact Person:	Phone:	Email:
William Filan	312-420-6813	wfilan1716@gmail.com

Project Description: Legislative Consulting Services

This is a request for:

New Contract

Amendment / Modification

Contract Type

Type of Modification

Blanket Agreement Term: 12 (# of mo)

Time Extension

Vendor Limit Increase

Scope Change

Standard Agreement

Contract Number: _____

Specification Number: _____

Modification Number: _____

<p>Department Request Approval</p> <p><i>Sydney Holman</i> _____ DEPARTMENT HEAD OR DESIGNEE</p> <p><i>Sydney Holman</i> _____ PRINT NAME</p> <p align="right"><i>12/14/23</i> _____ DATE</p>	<p>Recommended Approval</p> <p><i>Steven Loboda</i> _____ BOARD CHAIRPERSON</p> <p><i>Steven Loboda</i> _____ PRINT NAME</p> <p align="right"><i>02/08/2024</i> _____ DATE</p>
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(FOR NCRB USE ONLY)

Recommend Approval/Date: _____

Return to Department/Date: _____

Rejected/Date: _____

Approved **Rejected**

[Signature]

CHIEF PROCUREMENT OFFICER

2/8/2024

DATE



**DEPARTMENT OF PROCUREMENT SERVICES
NON-COMPETITIVE REVIEW BOARD (NCRB) APPLICATION
JUSTIFICATION FOR NON-COMPETITIVE PROCUREMENT WORKSHEET**

All applicable information on this worksheet must be addressed using each question found on the "Instructions for Non-Competitive Procurement Application" in this application.

Justification for Non-Competitive Procurement Worksheet

PROCUREMENT HISTORY

1. Due to the importance of state funding, legislation, and administrative actions to the operations and finances of the City, the City of Chicago has consistently had a presence in Springfield. Historically, this team has been composed of a number of City employees, as well as one or more professional legislative consultants. The City requires the services of a consultant with extensive knowledge of the state legislative process and the people that work within that process. As such, it is important to maintain outside representation continuously. Such a consultant provides advice and insight regarding state legislative matters and furthers the City's interests in initiatives taking place at the state level.

Consultant has served the City since 1995. The Consultant has been engaged through the non-competitive procurement process on the basis of Consultant's background, expertise on state and city issues, understanding of the legislative process and institutional knowledge. Based on his expertise and performance to date, it was determined it would be beneficial for the City to continue this engagement.

2. The Consultant currently has a contract that expires on December 19, 2023. We are requesting that Consultant be provided a new contract for an additional year, with an option for the City to extend the contract for an additional year thereafter.

3. There have been no efforts to competitively bid this requirement as it is believed the Consultant is uniquely situated to be the provider of the required services to the City.

4. Proposals were not solicited due to the specific nature of the duties to be performed.

5. It is possible that there will be future requests made for the services of the Consultant. This will depend on the City's needs and the performance of the Consultant.

6. The expertise and qualifications that are critical to legislative consulting - including relationships within both City government and state government, as well as a history with and understanding of the needs and priorities of the City and how these needs and priorities intersect with state policy, regulation, legislation, and funding - are often specific to an individual. As such, it is likely that such services will continue to be procured through the public non-competitive procurement process.

ESTIMATED COST

1. We estimate the cost of this contract to be \$92,000 per fiscal year. As in the current contract, Consultant would be paid at a rate of \$30,000 for each of the first two quarters of the year and then \$16,000 for each of the final two quarters of the one-year period.

2. \$92,000

3. Current contract rates (\$30,000 quarterly for the first two quarters of the fiscal year and \$16,000 for the last two quarters) will remain the same for the term of the extension.

4. The proposed contract rate is the same as the rate under the prior year of the current contract. The cost of the contract is based on the Consultant's experience and expertise; the travel, time, and "24/7 on call" requirements of the engagement. The Consultant's almost 15 years of experience in state legislative affairs, as well as his current knowledge of sister agency initiatives and agendas and his singular focus on City-related matters, makes his services especially valuable to the City.

SCHEDULE REQUIREMENTS

1. The Consultant will be engaged year-round, and will be especially active during the legislative session, when the



**DEPARTMENT OF PROCUREMENT SERVICES
NON-COMPETITIVE REVIEW BOARD (NCRB) APPLICATION
JUSTIFICATION FOR NON-COMPETITIVE PROCUREMENT WORKSHEET**

Consultant will have to spend weeks in Springfield consulting and strategizing on the City's state legislative agenda. More specifically: Planning and preparation will largely occur during the late summer and fall months; execution of the agenda will occur during the winter and spring months, mostly in Springfield; and late spring and summer will entail review of the prior legislative session. The Consultant will also assist in regulatory matters, which occur throughout the year.

2. N/A

3. Because of the year-round schedule described above and the volatility of schedules and needs related to state legislation and funding, it is critical to have a consistent presence in state legislative affairs. Contracting with a state legislative consultant provides the flexibility and coverage to achieve this.

4. N/A

EXCLUSIVE OR UNIQUE CAPABILITY

1. The Consultant is uniquely qualified to represent the City's interest before state governmental bodies and to assist the City in forming strategies to influence the posture of state legislation, state regulations, and other matters affecting the City. The Consultant not only understands the state legislature, its processes, and its people, but also understands the City and has a deep understanding of the complex issues related to the City's agenda in Springfield. The Consultant also has background and current knowledge of the priorities and agendas of the City's sister agencies, facilitating critical coordination with those agencies. The Consultant has strong relationships in Springfield and a strong network within the government affairs field generally, which enables Consultant to advise on strategy and connect with individuals to execute that strategy.

2. The qualifications discussed in this application relate to a specific individual, William Filan.

3. The Consultant brings a unique experience from his prior work in both the public and private sector at the state and local levels, including almost 40 years of involvement in the state legislative process, significantly enhancing the City's ability to be effective in Springfield.

Additionally, the Consultant has worked on several top-tier issues that the City will continue to work on going forward including education reform, sales-tax sourcing, and efforts to strengthen public safety. The Consultant has also worked on state budget issues and their impact on the City. The Consultant has worked on all of these issues in the past and his background will be critical for the City into the future.

4. N/A

5. The City team must work under significant time constraints and deadlines while in Springfield and must be on a call at all times throughout the day and year. Having an individual such as Consultant is indispensable to provide a direct line to decision-makers and senior staff to make quick progress on vital issues. The numerous committee actions and amendments that are offered on a daily basis require an individual with experience and the ability to act quickly and strategically and Consultant has the capabilities and network to do so.

6. N/A

7. N/A

8. N/A

OTHER

Personal Services Contractor form attached



CITY OF CHICAGO



OFFICE OF THE MAYOR

To: Aileen Velazquez, Chief Procurement Officer, Department of Procurement Services

From: Richard Guidice, Chief of Staff, Office of the Mayor

Re: Extension of Legislative consulting Service Contract for William Filan, Ltd.

Date: December 20, 2023

This memorandum is to confirm our office's request to extend the contract of William Filan, Ltd for legislative consulting services for a period of 12 months.

The cost of this contract is unchanged - \$92,000 per fiscal year. As in the current contract, Mr. Filan would be paid at a rate of \$30,000 for each of the first two quarters of the year and then \$16,000 for each of the final two quarters of the one-year period.

Mr. Filan has decades of experience in the legislative process and has contacts at all levels of state government. His experience, preparation and knowledge all contribute to our legislative successes in Springfield.

Please contact me if you have any questions. Thank you.

Richard Guidice
Chief of Staff



DEPARTMENT OF PROCUREMENT SERVICES NON-COMPETITIVE REVIEW BOARD (NCRB) APPLICATION INSTRUCTIONS FOR NON-COMPETITIVE PROCUREMENT APPLICATION

INSTRUCTIONS FOR PREPARATION OF NON-COMPETITIVE PROCUREMENT APPLICATION

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 Application" in which procurement is requested on a or non-competitive basis in accordance with 65 ILCS 5/8-10-4 of the Illinois Compiled Statutes. Using this instruction sheet, all applicable information must be addressed on the worksheet. 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. For Amendments, Modifications, 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.

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 sources contacted).
4. Describe in detail all research done to find other sources; list other cities, companies in the industry, professional organizations contacted. List periodicals and other publications used as references.
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, explain in detail.

ESTIMATED COST

1. What is the estimated cost for this requirement or for each contract, if multiple awards are contemplated? What is the funding source?
2. What is the estimated cost by fiscal year?
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 experiences 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 possess. Is compatibility with existing equipment critical from an operational standpoint? If so, provide detailed explanation?
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 on company letterhead.

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 completed 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

1. Explain other related considerations and attach all applicable supporting documents, i.e., an **approved "ITGB Form"** or "Request For **Individual Hire Form**".

REVIEW AND APPROVAL

This application must be signed by both Originator of the request and signed by the Department Head. After review and final disposition from the Board, this application will be signed by the Board Chairman. After review and final disposition from the Board, this form will be presented to the Chief Procurement Officer recommending approval.

Submit to: Soo Choi, Commissioner, Department of Human Resources

REQUEST TO USE PERSONAL SERVICES CONTRACTOR

Requesting department: Office of the Mayor Date: 11/29/2023

Contact person and phone number: Wanda Gonzalez 312-744-3872

A. Please provide the following information (attach additional sheets if needed):

1. Name of the personal services contractor:

William Filan

2. Explain why the contractor's services are necessary:

The City requires the services of a consultant who possesses unique and extensive knowledge of the State legislative process and the people that work within that process. That consultant will provide advice and key insight regarding all such matters and will further the City's interest in legislative initiatives taking place at the state level. Mr. Filan has extensive experience in many aspects of the State legislative process and is uniquely qualified to represent the City's interest before state governmental bodies and to assist the City in forming strategies to influence the posture of state legislation, state regulations, and other matters affecting the City. Mr. Filan not only understands the state legislature, its processes, and its people, but also understands the City and has a deep understanding of the issues related to the City's agenda in Springfield. The Consultant also has background and current knowledge of the priorities and agendas of the City's sister agencies, facilitating critical coordination with those agencies. The Consultant has strong relationships in Springfield and a strong network within the government affairs field generally, which enables Consultant to advise on strategy and connect with individuals to execute that strategy.

3. Describe the nature of the work to be performed:

The contractor will consult with the City and its departments on various matters, including, but not limited, policy matters and legislative strategy; assist and advise the City in drafting, preparing, and presenting state legislation; appear before state legislative committees representing the City's interests; provide information and background on legislation impacting the City of Chicago; provide training for City team members from his particular nuanced perspective as an introduction to the general state legislative process.

- 4. Explain how the personal services contractor will function as an independent contractor and not function as employee-like (for guidance, please refer to attached criteria):

The contractor will not have an office at City Hall, nor will he be supplied with equipment or support staff but will instead provide consulting services from his personal office, home, over the phone, and from Springfield. He will provide strategic counsel and guidance based upon his unique qualifications, employment history, and legislative perspective and relationships. With his decades of experience in Springfield, Mr. Filan will maintain a distinct role by providing critical guidance and strategic advice to employees during legislative session to aid them in completing their objectives.

- 5. Number of hours that the personal services contractor is expected to work per week:

It varies from week to week but during a legislative session, hours of operations could mean working long days, meeting with state legislators, or sitting in committee meetings for durations of upwards of 35 to 50 hours weekly. During a non-legislative session week, it could instead be closer to 25 hours per week, though the advising of City employees and extensive planning leading up to legislative session provides Mr. Filan with opportunities to contribute to City operations regardless of the time of year.

- 6. Project(s) to which the personal services contractor will be assigned:

Contractor will review, analyze, and comment on state legislative proposals, state regulatory proposals, or other matters which may have a bearing on City policy or programs given by City departments, City officials, and City employees; provide strategies to approach the Illinois General Assembly and its leaders as well as the executive branch and state agencies on issues critical to the City; appear before state legislative committees representing the City's interest; Provide training to our staff on the legislative process. By its very nature, the legislative process is fluid and changing, so the types and specific nature of the proposals and policies that Mr. Filan is asked to comment and advise on may not be consistent or entirely predictable. However, Mr. Filan will consistently be autonomous and in control of the process through which he advises and counsels City employees throughout the process.

- 7. Fund #: Dept. # Org. # Approp.: Object:

B. Please attach a copy of the contract.



Department Head: *Julian Dineen*

Date: *Dec 5, 2023*

.....

DHR: Approved Not Approved *Kathleen J. Doe* Date: *12/6/2023*

OBM: Approved Not Approved *Christina Guyman* Date: *12/8/23*



CERTIFICATE OF FILING FOR
CITY OF CHICAGO ECONOMIC DISCLOSURE STATEMENT

EDS Number: 191299
Certificate Printed on: 11/29/2023

Date of This Filing: 11/29/2023 12:10 PM
Original Filing Date: 11/29/2023 12:10 PM

Disclosing Party: WILLIAM FILAN
Filed by: Mr. WILLIAM M FILAN

Title: OWNER

Matter: CONSULTING AND LOBBYING
Applicant: WILLIAM FILAN
Specification #: 1256619
Contract #: 215497

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://webapps1.chicago.gov/eds> 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.

WILLIAM FILAN

1716 West George Street
Chicago, Illinois 60657
(312)420-6813
Email: wfilan1716@gmail.com

November 30, 2023

Ms. Sydney Holman
Director
Mayor's Office of Intergovernmental Affairs
City of Chicago
121 N. La Salle Street, Room 406
Chicago, IL 60602

Dear Ms. Holman:

I have been involved in the legislative process for close to 40 years and have worked with the City of Chicago on many of their issues for over 25 years. I am a problem solver that provides valuable institutional knowledge, advice and direction to your excellent staff and city departments. I assist in the reviewing of over 7,000 bills along with countless amendments that are introduced in any given session, and then follow many of these bills throughout the legislative session. I have established relationships with my peers, members of the General Assembly, the legislative staff and the executives who run the various departments within the Executive Branch under the Governor.

Some of the issues that presented us in Springfield range from transportation, public safety, migration, budget, pension stability as well as protecting our water, airports and home rule powers.

I have extensive knowledge on the various public policy issues confronting the City of Chicago. I believe my strategic advice and legislative expertise are invaluable to your team during a legislative session that moves and changes quickly. I understand the budget process and the rules that run the legislative process in both the Senate and the House.

It will be important to have colleagues with the experience and institutional knowledge of past sessions when discussing issues and strategies as we approach the new legislative session.

In the past, I have worked with your team to prevent laws from being passed that would be detrimental to the City. I have also worked closely with your team to make sure Chicago gets

its fair share of state revenue. My strengths lie in constantly reviewing strategies and tactics for new and creative ways to help achieve the city's goals. I am aggressive, tenacious and very resourceful with ideas to protect the City's interests in Springfield.

This session, the City sought to pass partial restoration of the LGDF. We were successful in stopping more dollars from being taken and were able to secure about \$25M additional dollars for the city. We were successful in getting TIF extensions. We will continue to work to get more funding to add to the \$20M we were successful in obtaining to assist with our migration needs, as well as obtaining additional funding through the Migration Welcoming Centers.

Crime prevention was on top of the agenda with lawmakers passing a law to tackle organized retail crime, outlawing guns without serial numbers and investing \$200M in violence prevention programs. We also passed the law allowing local law enforcement agencies to utilize drones to monitor special events giving assistance to the police departments, at the same time we were able to stop a major safety issue with OEMC on connectivity and vital communications throughout the city.

Finally through the intervention of Mayor Johnson we were able to put the cities pension bill on hold until the Fall veto session.

In addition to stopping legislation detrimental to the City, we continue to monitor the \$40B capital program and the school education formula to make sure we get our fair share as well as any gaming legislation that might affect our Chicago casino license which will provide much needed dollars for our pension system.

As we all know, passing and defeating a law can be very cumbersome. Legislators do not have the time to be experts in every issue and cannot possibly keep up with the daily process of both the Senate and House. The countless legislative committees and amendments that are offered on a daily basis requires someone with the institutional knowledge to help protect the City's interests. I believe that my professional experience and demonstrated talents in both the administrative and legislative areas, combined with my strategic advice, would continue to be a worthwhile endeavor. Once again, I look forward to the opportunity to work with your team.

Yours very truly,

William Filan

William Filan

WILLIAM FILAN

1716 West George Street
Chicago, Illinois 60657
(312)420-6813
Email: wfilan1716@gmail.com

November 30, 2023

Ms. Sydney Holman
Director
Mayor's Office of Intergovernmental Affairs
City of Chicago
121 N. La Salle Street, Room 406
Chicago, IL 60602

Re: Salary

Dear Ms. Holman:

I am requesting that my rate for my contract beginning on December 28, 2023 stay at \$92,000 per year to be paid quarterly.

Thank you.

Sincerely,

William Filan

William Filan

WILLIAM FILAN

1716 West George Street
Chicago, Illinois 60657
(312)420-6813
Email: wfilan1716@gmail.com

November 30, 2023

To: Department of Procurement Services / City of Chicago

From: William Filan / Contract PO 156289 Spec 1216670

Re: Workers Compensation

I have no employees working for me on the City of Chicago contract PO156289 Spec 1216670 and therefore no need for Workers Compensation coverage.

Please call if you need further clarification. Thank you!

Sincerely,

William Filan

William Filan

WILLIAM FILAN

1716 West George Street
Chicago, Illinois 60657
(312)420-6813
Email: wfilan1716@gmail.com

November 30, 2023

Ms. Sydney Holman
Director
Mayor's Office of Intergovernmental Affairs
City of Chicago
121 N. La Salle Street, Room 406
Chicago, IL 60602

Re: MBE/WBE Waiver

Dear Ms. Holman:

I am writing to you concerning my proposed Legislative Consulting Contract with the Mayor's Office of Intergovernmental Affairs. Besides my wife Kimberly, I am a sole proprietor with no other employees. I do not have any stated goals for any MBE/WBE participation and, therefore, am requesting a waiver.

Please call if you have any questions or need additional information. Thank you for your assistance in this matter.

Sincerely,

William Filan

William Filan



WILLFIL-01

ZBRADY

CERTIFICATE OF LIABILITY INSURANCEDATE (MM/DD/YYYY)
11/30/2023

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

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

PRODUCER Alliant Insurance Services, Inc. 353 N Clark St 11th Fl Chicago, IL 60654	CONTACT NAME:	
	PHONE (A/C, No, Ext):	FAX (A/C, No): (847) 201-4720
E-MAIL ADDRESS:		
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A : Hanover Insurance Company		22292
INSURER B :		
INSURER C :		
INSURER D :		
INSURER E :		
INSURER F :		

INSURED William Filan Ltd 1716 W George Street Chicago, IL 60657	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

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

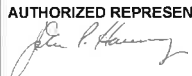
INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liab.	X	X	LHCH708002	7/30/2023	7/30/2024	Each Claim 2,000,000
A	Professional Liab.	X	X	LHCH708002	7/30/2023	7/30/2024	Aggregate 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Professional Liability claims made insuring clause Retroactive date: 7-30-21
 Deductible: \$2,500

Contract PO #215497
 Specification #1256619

SEE ATTACHED ACORD 101

CERTIFICATE HOLDER**CANCELLATION**

City of Chicago Dept of Procurement 121 N. LaSalle Chicago, IL 60602	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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ADDITIONAL REMARKS SCHEDULE

AGENCY Alliant Insurance Services, Inc.		NAMED INSURED William Filan Ltd 1716 W George Street Chicago, IL 60657	
POLICY NUMBER SEE PAGE 1		EFFECTIVE DATE: SEE PAGE 1	
CARRIER SEE PAGE 1	NAIC CODE SEE P 1		

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
 FORM NUMBER: ACORD 25 FORM TITLE: Certificate of Liability Insurance

Description of Operations/Locations/Vehicles:
 City of Chicago Procurement Dept is an Additional Insured with respect to the Professional Liability if required by written contract with the Named Insured, per form #9101304 attached.

Waiver of Subrogation applies in favor of City of Chicago with respect to Professional Liability 910-1510 if required by written contract with the Named Insured per attached.

Retroactive Date split per form #910-1204 attached

Coverage: MPL

Endorsement Number: 5

Issued To: William Filan LTD

Policy Number: LHC-H708002-02

Issued By: The Hanover Insurance Company

Effective Date: 07/30/2023

LIMITED ADDITIONAL INSURED

In consideration of the premium charged it is agreed that:

Section D. Definitions is amended to include:

Limited Additional Insured means a person or entity to which this **Policy** applies only with respect to a **Claim** solely alleging vicarious liability imposed due to a **Wrongful Act** in the rendering or failure to render **Professional Services** by an **Insured**. No coverage is afforded to the **Limited Additional Insured** for any **Claim** alleging, or in any way involving, any independent act, error or omission of the **Limited Additional Insured**.

It is hereby understood and agreed that City of Chicago Procurement Dept 121 n La Salle st rm 806 Chicago illinois 60602, is a **Limited Additional Insured**.

All other terms and conditions remain unchanged. The title and any headings in this endorsement are solely for convenience and form no part of the terms and conditions of coverage.

Coverage: MPL

Endorsement Number: 8

Issued To: William Filan LTD

Policy Number: LHC-H708002-02

Issued By: The Hanover Insurance Company

Effective Date: 07/30/2023

WAIVER OF SUBROGATION FOR SPECIFIC PERSON OR ENTITY

In consideration of the premium charged it is agreed that:

Section H.5. Transfer of Rights of Recovery Against Others to Us is amended to include:

However, **You** may waive on **Our** behalf **Our** subrogation rights against the third parties scheduled below, provided that such waiver of subrogation is executed in writing prior to any **Wrongful Act**.

Person(s) or Entity(ies)

City of Chicago, its employees, elected officials, agents or representatives

All other terms and conditions remain unchanged. The title and any headings in this endorsement are solely for convenience and form no part of the terms and conditions of coverage.

Coverage: MPL

Endorsement Number: 4

Issued To: William Filan LTD

Policy Number: LHC-H708002-02

Issued By: The Hanover Insurance Company

Effective Date: 07/30/2023

SPLIT LIMITS (CEIL ONLY)

In consideration of the premium charged it is agreed that:

Section C.1. Limit of Liability, paragraphs a. and c., are deleted and replaced by:

- a. With respect to the Limit of Liability per **Claim** limit shown on Item 3.a. of the Declarations page, the most **We** will pay for the sum of all **Damages** and **Claims Expenses** arising out of a single **Claim** or a series of related **Claims**, regardless of the number of persons or entities insured under this policy, number of **Claims** made or the number of persons or entities making **Claims** during the **Policy Period** or during any **Extended Reporting Period**, if any:
 - 1) If the **Wrongful Act** or **Personal Injury** which forms the basis of a **Claim**, took place in whole or in part on or after the **Retroactive Date** but prior to 03/06/2023, the limit shall not exceed \$500,000.
 - 2) If the **Wrongful Act** or **Personal Injury** which forms the basis of a **Claim** took place in whole or in part on or after 03/06/2023, the limit shall not exceed \$2,000,000.
- c. With respect to the Aggregate limit shown on Item 3.b. of the Declarations page, the most **We** will pay for the sum of all **Damages** and **Claims Expenses** for all **Claims** under this policy:
 - 1) If the **Wrongful Act** or **Personal Injury** which forms the basis of a **Claim** took place in whole or in part on or after the **Retroactive Date** but prior to 03/06/2023, the limit shall not exceed \$500,000.
 - 2) If the **Wrongful Act** or **Personal Injury** which forms the basis of a **Claim** took place in whole or in part on or after 03/06/2023, the limit shall not exceed \$2,000,000.

All other terms and conditions remain unchanged. The title and any headings in this endorsement are solely for convenience and form no part of the terms and conditions of coverage.