

JUSTIFICATION FOR NON-COMPETITIVE PROCUREMENT

COMPLETE THIS SECTION IF NEW CONTRACT

For contract(s) in this request, answer applicable questions in each of the 4 major subject areas below in accordance with the Instructions for Preparation of Non-Competitive Procurement Form on the reverse side.

Request that negotiations be conducted only with Sandy Lucas for the product and/or services described herein.
(Name of Person or Firm)

This is a request for (One-Time Contractor Requisition # 31559 copy attached) or _____ Term Agreement or _____ Delegate Agency (Check one). If Delegate Agency, this request is for "blanket approval" of all contracts within the

music and movement program (Program Name) for spring celebration (Attached List) Pre-Ass 54272 Pre-As

John O'Brien

COMPLETE THIS SECTION IF AMENDMENT C

Describe in detail the change in terms of dollars, time period, scope or reasons for the change. Indicate both the original and the adjusted contract copy of all supporting documents. Request approval for a contract

CONTRACT
 original contract and the specific reasons for this change, if applicable. Attach the following:

Contract #: _____ Company: _____
 Specification #: _____ Contract or Program ID #: _____
 Modification #: _____ (Attach List, if multiple)

Olivia Boyd 747-4296 Olivia Boyd Library 1/9/07
Originator Name Telephone Signature Department Date

Indicate **SEE ATTACHED** in each box below if additional space is needed:

<input type="checkbox"/> PROCUREMENT HISTORY	<i>See attached</i>	S. S. R. B.
<input type="checkbox"/> ESTIMATED COST	<i>See attached</i>	DATE <u>1-29-07</u> APPROVED <u>ASST</u>
<input type="checkbox"/> SCHEDULE REQUIREMENTS	<i>See attached</i>	CONDITIONALLY APPROVED _____ RETURN TO DEPT _____ DISAPPROVED _____
<input type="checkbox"/> EXCLUSIVE OR UNIQUE CAPACITY	<i>See attached</i>	
<input type="checkbox"/> OTHER		

APPROVED BY: Brandee V. Kuezy 1/9/2007 Mark [Signature] 1-29-07
DEPARTMENT HEAD DATE BOARD CHAIRMAN DATE

Chicago Public Library #07-2

TO: James Brennwald, Department of Law, Labor Division

To Molly McGrath
OBM 1/22/07

**CITY OF CHICAGO
REQUEST FOR INDIVIDUAL CONTRACT SERVICES**

Department: Chicago Public Library

Date: 1/22/07

Explain Why Contractor Necessary:

See Attached

Explain Why Individual Considered Independent Contractor, and Not Employee:

See Attached

Number of Contractors Needed: 1 Hours Per Week: ^{avg} 4.5 hrs/wk

Project Assignment: Musical Performance for the Music + Movement Spring celebration

Duration of Assignment: 5 weeks - April 14 - May 16, 2007

Department Representative to Contact for Further Information

Name: Brandie V. Knazek Phone: 312-747-4269

Total Available Funding: \$9,000 Chargeable To:

Fund:	Dept. #:	Org. #:	Approp.:	Object:
0346	91	2005	0123	0123 0140

-----APPROVED-----

for Department Head: Kathy Bial Date: 1/22/07

Law Department: Jan K. Brennwald Date: 1/23/07

Budget Office: OK Date: 1/21/07

-----NOT APPROVED-----

Law Department: _____ Date: _____

Budget Office: _____ Date: _____

Explain why the Contractor is necessary:

The Chicago Public Library (CPL) would like to retain Sandy Lucas for musical performances for the "Spring Celebrations: Sing Me a Story, Read Me a Song" program. This program concept emerged from the Mayor's Reading Roundtable. A major goal of this program is to promote emergent literacy concepts, promote early childhood development and incorporate rhyme and rhythm into family programs. There is a direct correlation between children's exposure to music and rhyme and the acquisition of language skills. By providing a forum for children to be exposed to music and language, several goals are accomplished: parents and caregivers learn pre-literacy models to use at home, the children are building their vocabulary words and they develop a phonemic awareness. Currently, the Chicago Public Library does not have a staff member to provide these program services and help achieve the program goals. Ms. Lucas is a renowned teacher. She was featured on the Channel 7 ABC News Chicago on January 18, 2007 for her work with music and language development with pre-schoolers. Additionally, Ms. Lucas was honored as one of ten recipients for the 2006 Golden Apple Award. It is evident that Ms. Lucas' teachings impact the discipline of learning which is why the Chicago Public Library would like to hire her as performer for the Spring Celebrations program.

Explain why the individual is considered an Independent Contractor, and not an employee:

Ms. Lucas is employed by the Chicago Public Schools as a music teacher. The Chicago Public Library is retaining her strictly to provide music performances consisting of original music, traditional children's music, children's literature and tenets of emergent literacy. Ms. Lucas is responsible for providing her own transportation to the event sites, developing the program material and supplying any musical instruments she may need. The Contractor will provide thirty (30) musical performances between April 14, 2007 and May 16, 2007 at various Chicago Public Library branch locations for a total of 22.5 hours. Once the program has concluded, Ms. Lucas' services will be terminated.

JUSTIFICATION FOR NON-COMPETITIVE PROCUREMENT

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Request that negotiations be conducted only with Sandy Lucas for the product and/or services described herein.
 (Name of Person or Firm)

This is a request for (One-Time Contractor Requisition # 31559 copy attached) or _____ Term Agreement or _____ Delegate Agency (Check one). If Delegate Agency, this request is for "blanket approval" of all contracts within the

Music and Movement Program (Program Name) for Spring Celebration (Attached List) Pre-Assigned Specification No. 54272
 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, if 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 #: _____ (Attach List, if multiple)

Olivia Boyd 747-4296 Olivia Boyd Library 1/9/07
 Originator Name Telephone Signature Department Date

Indicate **SEE ATTACHED** in each box below if additional space is needed:

<input type="checkbox"/> PROCUREMENT HISTORY	<i>See attached</i>	S. S. R. B. DATE _____ APPROVED _____ CONDITIONALLY APPROVED _____ RETURN TO DEPT _____ DISAPPROVED _____
<input type="checkbox"/> ESTIMATED COST	<i>see attached</i>	
<input type="checkbox"/> SCHEDULE REQUIREMENTS	<i>see attached</i>	
<input type="checkbox"/> EXCLUSIVE OR UNIQUE CAPACITY	<i>see attached</i>	
<input type="checkbox"/> OTHER		

APPROVED BY: Brandie V. Kuzay 1/9/2007
 DEPARTMENT HEAD DATE BOARD/CHAIRMAN DATE

Chicago Public Library
Sole Source for Musical Performances for the “Spring Celebrations: Sing Me a Story, Read Me a Song” Program

Procurement History:

This is a first time procurement request with the Department of Procurement Services. Professional programming is a cornerstone of public library service to children. At the Chicago Public Library, a very high priority is placed on performers who can introduce and re-enforce literacy concepts and utilize books in the programs. Seasonal programs and programs that encourage family literacy or families reading together have a high value at the Chicago Public Library. It is a major goal of the Chicago Public Library to promote emergent literacy concepts through our programming. As a component of our Emergent Literacy projects which have grown out of the Mayor’s Reading Round Table, it is a goal of the Children and Young Adult Services Department of the Chicago Public Library to incorporate rhyme and rhythm into family programs. There is a direct correlation between children’s exposure to music and rhyme and their acquisition of language. Research indicates that young children who participate in music and story programs are using both sides of their brain and are developing language skills and are ‘hard-wiring’ their brain in a crucial way for future developing language. Providing programs that combine these important elements achieves several goals: it models for parents and caregivers appropriate pre-literacy skills and for children it builds important skills such as vocabulary and phonemic awareness that are crucial for learning to read. “*Spring Celebrations: Sing Me a Story, Read Me a Song*” is being planned as a way to encourage the connection between song and story, rhyme and rhythm.

In choosing a presenter to lead these family programs the following criteria were employed:

- Performer must have a background in storytelling as well as music.
- Performer must have a familiarity with child development and music pedagogy.
- Performer must have a track record of success in performing for divergent library audiences.
- Performer must have a background with emergent literacy tenets.
- Performer must be able to incorporate a wide variety of culturally diverse music and songs into his/her performance in order to reflect our audiences.
- Performer must be able to incorporate Chicago Public Library resources into performances.

Estimated Cost:

The total cost of the program is \$9,000 with 30 shows at \$300 per performance.

Schedule Requirements:

Thirty (30) 45-minute performances to be held between April 14, 2007 and May 16, 2007

Exclusive or Unique Capability:

The goal of this project is to encourage families to incorporate stories, music and rhyme into their daily family time. This is to be accomplished through programs in neighborhood libraries for families. The programs will draw on music, folklore and conventional children's literature. The programs will serve as models for parents as well as stimulus for children. Sandy Lucas was selected to host these programs because she is an award winning children's musician and teacher. She is a Chicago Public School leader in arts integration education and is a master teacher for the Magnet Cluster-Arts program. Furthermore, she has just won the prestigious Golden Apple award for excellence in teaching. She has produced award-winning children's music CD's and is a renowned preschool music teacher at the Old Town School of Folk Music. She will combine her music and familiarity with children's literature in a way that models emergent literacy techniques for families and allows children to scaffold these new skills through traditional children's music and rhymes, chants and stories. These programs will serve as a model for parents, caregivers, teachers and children so they may better incorporate songs and rhyme into daily reading times, build a repertoire of traditional children's music and motivate children of all ages in their exploration of books and music. The program will also include a chance for children to use unique percussion instruments and learn ways to turn everyday objects into musical objects while appealing to multiple learning styles and levels of intelligence.

With over 20 years of proven success at Chicago Public Schools and The Old Town School of Folk Music, Lucas has proven success in incorporating the elemental music of rhyme and rhythm in literacy programming for young children. Her ability to provide a wide range of folk and traditional songs and put songs to music makes her stand out as a successful candidate for this program. She has performed in a variety of professional venues such as:

- Old Town School of Folk Music
- Taste of Chicago
- Chicago Children's Museum
- Chicago Public Schools
- Chicago Cultural Center
- Chicago Waldorf Schools
- NAEYC
- Illinois ASCD State Wide Conference: Il Association for Supervision and Curriculum Development-Kindergarten Conference
- Golden Apple Core Conference
- Chicago Public/Private/Suburban School District In-Services

DPS PROJECT CHECKLIST

For DPS Use Only

Date Received _____
 Date Returned _____
 Date Accepted _____
 CA/CN's Name _____

IMPORTANT: PLEASE READ AND FOLLOW THE INSTRUCTIONS FOR COMPLETING THE PROJECT CHECKLIST AND CONTACT THE APPROPRIATE UNIT MANAGER IF YOU HAVE ANY FURTHER QUESTIONS. ALL INFORMATION SHOULD BE COMPLETED, ATTACH ALL REQUIRED MATERIALS AND SUBMIT FOR HANDLING TO THE DEPARTMENT OF PROCUREMENT SERVICES, ROOM 403, CITY HALL, 121 N. LASALLE STREET, CHICAGO, ILLINOIS 60602.

GENERAL INFORMATION:

Date: 1/9/07
 REQ No.: 31559

Contact Person: Olivia Boyd
 Tel: 7-4296 Fax: 7-4522 E-mail: oboyd@chipublib.org
 @cityofchicago.org

PO No.: (if known):

Project Manager: Brandie Knazze
 Tel: 7-4269 Fax: 7-4522 E-mail: bknazze@chipublib.org
 @cityofchicago.org

Modification No.: (if known):

Previous PO No.: (if known):

Project Description: MUSIC AND MOVEMENT PROGRAMS AT THE CHICAGO PUBLIC LIBRARY- SOLE SOURCE

FUNDING:

- City: Corporate Bond Enterprise Grant* Other
 State: IDOT/Transit IDOT/Highway FAA Grant* Other
 Federal: FHWA FTA Grant* Other

LINE	FY	FUND	DEPT	ORGN	APPR	ACTV	OBJT	PROJECT	RPTG	\$ DOLLAR AMOUNT
01	06	0346	91	2005	0123		0123			9000

*IF GRANT FUNDED, A COPY OF THE APPROVED GRANT AND APPLICATION ARE REQUIRED and any other Terms and Conditions that may apply. **Estimated Value \$9,000.00**

SCOPE STATEMENT:

Attached is a Detailed Scope of Services and/or Specification

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.

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.

TYPE OF PROCUREMENT REQUESTED (check all that apply):

NEW REQUEST

- Blanket Agreement
 Standard Agreement
 Small Orders

MOD/AMENDMENT

- Time Extension
 Vendor Limit Increase
 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):

**CITY OF CHICAGO
 PURCHASE REQUISITION**

Copy (Department)

DELIVER TO: 091-6002 CHILD SVCS 400 S. STATE ST. Chicago, IL 60605	REQUISITION: 31559 PAGE: 1 DEPARTMENT: 91 - CHICAGO PUBLIC LIBRARY PREPARER: Olivia E Boyd NEEDED: APPROVED: 1/8/2007
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REQUISITION DESCRIPTION
 MUSIC AND MOVEMENT PROGRAMS AT THE CHICAGO PUBLIC LIBRARY
 SPECIFICATION NUMBER: 54272

COMMODITY INFORMATION

LINE	ITEM	QUANTITY	UOM	UNIT COST	TOTAL COST						
1	9620520100	30.00	Each	300.00	9,000.00						
AMUSEMENT AND ENTERTAINMENT SERVICES - MUSICAL PERFORMANCES FOR THE SPRING CELEBRATION PROGRAMS											
SUGGESTED VENDOR: SANDRA LUCAS			REQUESTED BY: Olivia E Boyd								
DIST	BFY	FUND	COST CTR	APPR	ACCNT	ACTV	PROJECT	RPT CAT	GENRL	FUTR	Dist. Amt.
1	006	0346	0912005	0123	220123	0000	00000000	000000	00000	0000	9,000.00
LINE TOTAL:											9,000.00
REQUISITION TOTAL:											9,000.00

Where a commodity is for a particular or unique use other than standard quality, grades, color, size or other characteristics, give details of how it will be and for what purpose. Requisitions prepared incorrectly will be returned to the using department.

November 13, 2006

To;

Ann O'Connor, Contracts Administrator
Elizabeth McChesney, Department of Children and Young Adults
Chicago Public Library
Harold Washington Center
400 S. State St.
Chicago, IL 60605

From:

Sandy Lucas, Presenter
655 W. Irving Park Rd. # 4615
Chicago, IL 60613
(773) 935-2722
cell (773) 370-6645
email sandy-lucas@sbcglobal.net

Project Proposal

Presenter: Sandy Lucas

Title: ***Sing Me A Story, Read Me A Song***

Goal: To motivate young readers through an arts integrated approach.

Description: Presenter Sandy Lucas uses music and rhythm to enhance literature and bring it to life. Her interactive program discovers musical moments in literature and brings all audience members in on the fun. Young readers delight in singing along, moving along, and playing along on a variety of unique percussion instruments. Using call and response, repetition, and sequencing techniques, Sandy motivates young readers with purposeful connections to vocabulary and content of literature. Some favorites include, *Abiyoyo*, *Over In the Ocean*, and, *Honey, Honey, Lion!*

Bio: Sandy Lucas...Promoting Literacy Through the Arts
Sandy Lucas teaches fine arts in Chicago Public Schools, as well as at The Old Town School of Folk Music. She is a recipient of this years Golden Apple Award for excellence in teaching. Sandy is a singer/songwriter/recording artist and performer of children's music.

Programming: This 45 minute program targets young readers from Pre School through elementary school.

Fee: \$300.00 per 45 minute program

Sandra L Lucas
332 50 5819

11/14/06

Sandra L. Lucas
655 W. Irving Park Rd.
#4615
Chicago, IL 60613
(773) 935-2722
cell (773) 370-6645
email sandy-lucas@sbcglobal.net

Work Experience

- 1992 – present Teacher, Chicago Public Schools
1999 – present John B. Murphy School, Fine Arts teacher, grades PreK – 6th
1992 – 1998 Ariel Community Academy, Fine Arts teacher, Gladstone
School, 4th grade classroom teacher, Nettelhorst School, Kindergarten
teacher
1990 – present Old Town School of Folk Music, Chicago, IL
Teacher of children and family Wiggleworm classes, guitar for children
and adults
1990-1992 Director of Children's Programs
1990 – present Performer / Musician
Children and Family Music
Singer/guitarist,/songwriter/recording artist
1980-1986 Price of Peace Lutheran School, Chicago, IL
Teacher 1st grade classroom, and music K-8th

Education

- June 2006-present Northwestern University
Continuing studies
1987 Graduated National Louis University
Masters Degree Elementary Education
1980 Graduated Northeastern Illinois University
Bachelor of Science Elementary Education K-9

Additional Credentials

2006 Recipient of the Golden Apple Award for excellence in teaching

Performance

Written and performed musical literature based programs throughout the Chicago area for children and family audiences at:

Chicago Public Libraries

Old Town School of Folk Music Field Trip Series

Chicago area Children's Museums

Chicago area schools

Outdoor City Festivals

Keynote / Featured Speaker/ Professional Development Presenter

Illinois Kindergarten Conference

Early Childhood conferences

Chicago Public and Private schools

Suburban Public Schools

References available upon request

SCOPE

The contractor must provide Musical Performances for the "Spring Celebration: Sing me a Story, Read Me a Song" Program, FOB, City of Chicago, Chicago Public Library, in accordance with all terms and conditions of this specification.

SCOPE OF SERVICES

The Contractor will plan and conduct a master program based on the topics of spring, Earth Day and nature. These programs will consist of original music, traditional children's music, children's literature and tenets of emergent literacy including: 1) phonemic awareness 2) letter-sound awareness 3) print awareness and 4) alphabet knowledge. The Contractor will adapt the material for the program from books within the Chicago Public Library and will use a variety of musical instruments to share with the audience during the performance.

The Contractor will develop all material for the musical performances and will be responsible for providing the necessary musical instruments. The Contractor will be responsible for securing travel to the various locations and will be provided with a parking space where possible.

The Contractor will provide thirty (30) musical performances between April 14, 2007 and May 16, 2007 at various Chicago Public Library branch locations.

The anticipated storytelling performance dates and times at the library branches are denoted below with an asterisk * on the calendar. Library locations will be determined closer to performance dates and according to branch availability. Each program will be approximately 45-minutes long.

Dates and times for performances are scheduled below:

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
April 1	2	3	4	5	6	7
8	9	10	11	12	13	14 * 2pm
15	16 * 4pm	17 * 4pm	18	19 * 4pm	20	21 * 2pm
22	23 * 4pm * 6:30pm	24 * 4pm * 6:30pm	25 * 4pm * 6:30pm	26 * 4pm * 6:30pm	27	28 * 2pm
29	30 * 4pm					

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		May 1 * 4pm	2	3 * 4pm	4	5 * 4pm
6	7 * 4pm * 6:30pm	8 * 4pm * 6:30pm	9 * 4pm * 6:30pm	10 * 4pm * 6:30pm	11	12 * 2pm
13	14	15 * 4pm	16 * 4pm * 6:30pm	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

**CITY OF CHICAGO
ECONOMIC DISCLOSURE STATEMENT
AND AFFIDAVIT**

SECTION I – GENERAL INFORMATION

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

Sandra L. Lucas

Check ONE of the following three boxes:

Indicate whether Disclosing Party submitting this EDS is:

1. the Applicant
OR

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

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

B. Business address of Disclosing Party:

655 W. Irving Park Rd #4615
Chicago IL 60613

C. Telephone: ⁷⁷³ 935-2722 Fax: ⁷⁷³ 534-5212 Email: Sandy-lucas@sbcglobal.net
cell 773 370 6645

D. Name of contact person: Sandy Lucas

E. Federal Employer Identification No. (if you have one): N/A

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

Musical literature performance: to enhance literature through the arts geared to PreK-school age audience

G. Which City agency or department is requesting this EDS? Chicago Public Libraries

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

Specification # _____ and Contract # _____

SECTION II – DISCLOSURE OF OWNERSHIP INTERESTS

A. NATURE OF DISCLOSING PARTY

1. Indicate the nature of the Disclosing Party:

- Person
- Publicly registered business corporation
- Privately held business corporation
- Sole proprietorship
- General partnership*
- Limited partnership*
- Trust
- Limited liability company*
- Limited liability partnership*
- Joint venture*
- Not-for-profit corporation
(Is the not-for-profit corporation also a 501(c)(3))?
 Yes No
- Other (please specify)

* Note B.1.b below.

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

N/A

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

- Yes No N/A

B. IF THE DISCLOSING PARTY IS A LEGAL ENTITY:

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

Name Title

N/A

1.b. If you checked "General partnership," "Limited partnership," "Limited liability company," "Limited liability partnership" or "Joint venture" in response to Item A.1. above (Nature of Disclosing Party), list below the name and title of each general partner, managing member, manager or

any other person or entity that controls the day-to-day management of the Disclosing Party. **NOTE:** Each legal entity listed below must submit an EDS on its own behalf.

Name	Title

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

Name	Business Address	Percentage Interest in the Disclosing Party
Sandra L. Lucas	655 W. Irving Park Rd #4615 Chicago IL 60613	

SECTION III -- BUSINESS RELATIONSHIPS WITH CITY ELECTED OFFICIALS

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

Yes No

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

SECTION IV -- DISCLOSURE OF SUBCONTRACTORS AND OTHER RETAINED PARTIES

The Disclosing Party must disclose the name and business address of each subcontractor, attorney, lobbyist, accountant, consultant and any other person or entity whom the Disclosing Party has retained or expects to retain in connection with the Matter, as well as the nature of the relationship, and the total

amount of the fees paid or estimated to be paid. The Disclosing Party is not required to disclose employees who are paid solely through the Disclosing Party's regular payroll.

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

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

Name (indicate whether retained or anticipated to be retained)	Business Address	Relationship to Disclosing Party (subcontractor, attorney, lobbyist, etc.)	Fees (indicate whether paid or estimated)
	N/A		

(Add sheets if necessary)

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

SECTION V – CERTIFICATIONS

A. COURT-ORDERED CHILD SUPPORT COMPLIANCE

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

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

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

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

Yes No

B. FURTHER CERTIFICATIONS

1. The Disclosing Party and, if the Disclosing Party is a legal entity, all of those persons or entities identified in Section II.B.1. of this EDS:

- a. are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from any transactions by any federal, state or local unit of government;
- b. have not, within a five-year period preceding the date of this EDS, been convicted of a criminal offense, adjudged guilty, or had a civil judgment rendered against them in connection with: obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or contract under a public transaction; a violation of federal or state antitrust statutes; fraud; embezzlement; theft; forgery; bribery; falsification or destruction of records; making false statements; or receiving stolen property;
- c. are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state or local) with commission of any of the offenses enumerated in clause B.1.b. of this Section V;
- d. have not, within a five-year period preceding the date of this EDS, had one or more public transactions (federal, state or local) terminated for cause or default; and
- e. have not, within a five-year period preceding the date of this EDS, been convicted, adjudged guilty, or found liable in a civil proceeding, or in any criminal or civil action, including actions concerning environmental violations, instituted by the City or by the federal government, any state, or any other unit of local government.

2. The certifications in subparts 2, 3 and 4 concern:

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

- any responsible official of the Disclosing Party, any Applicable Party or any Affiliated Entity or any other official, agent or employee of the Disclosing Party, any Applicable Party or any Affiliated Entity, acting pursuant to the direction or authorization of a responsible official of the Disclosing Party, any Applicable Party or any Affiliated Entity (collectively "Agents").

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

- bribed or attempted to bribe, or been convicted or adjudged guilty of bribery or attempting to bribe, a public officer or employee of the City, the State of Illinois, or any agency of the federal government or of any state or local government in the United States of America, in that officer's or employee's official capacity;
 - agreed or colluded with other bidders or prospective bidders, or been a party to any such agreement, or been convicted or adjudged guilty of agreement or collusion among bidders or prospective bidders, in restraint of freedom of competition by agreement to bid a fixed price or otherwise; or
 - made an admission of such conduct described in a. or b. above that is a matter of record, but have not been prosecuted for such conduct; or
 - violated the provisions of Municipal Code Section 2-92-610 (Living Wage Ordinance).
- Neither the Disclosing Party, Affiliated Entity or Applicable Party, or any of their employees, officials, agents or partners, is barred from contracting with any unit of state or local government as a result of engaging in or being convicted of (1) bid-rigging in violation of 720 ILCS 5/33E-3; (2) bid-rotating in violation of 720 ILCS 5/33E-4; or (3) any similar offense of any state or of the United States of America that contains the same elements as the offense of bid-rigging or bid-rotating.
 - Neither the Disclosing Party nor any Affiliated Entity is listed on any of the following lists maintained by the Office of Foreign Assets Control of the U.S. Department of the Treasury or the Bureau of Industry and Security of the U.S. Department of Commerce or their successors: the Specially Designated Nationals List, the Denied Persons List, the Unverified List, the Entity List and the Debarred List.
 - The Disclosing Party understands and shall comply with (1) the applicable requirements of the Governmental Ethics Ordinance of the City, Title 2, Chapter 2-156 of the Municipal Code; and (2) all the applicable provisions of Chapter 2-56 of the Municipal Code (Office of the Inspector General).

6. If the Disclosing Party is unable to certify to any of the above statements in this Part B (Further Certifications), the Disclosing Party must explain below:

N/A

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

C. CERTIFICATION OF STATUS AS FINANCIAL INSTITUTION

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

1. CERTIFICATION

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

is is not

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

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

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

If the Disclosing Party is unable to make this pledge because it or any of its affiliates (as defined in Section 2-32-455(b) of the Municipal Code) is a predatory lender within the meaning of Chapter

2-32 of the Municipal Code, explain here (attach additional pages if necessary):

N/A

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

D. CERTIFICATION REGARDING INTEREST IN CITY BUSINESS

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

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

Yes

No

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

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

Does the Matter involve a City Property Sale?

Yes

No

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

Name	Business Address	Nature of Interest

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

E. CERTIFICATION REGARDING SLAVERY ERA BUSINESS

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

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

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

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

SECTION VI – CERTIFICATIONS FOR FEDERALLY-FUNDED MATTERS

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

A. CERTIFICATION REGARDING LOBBYING

1. List below the names of all persons or entities registered under the federal Lobbying Disclosure Act of 1995 who have made lobbying contacts on behalf of the Disclosing Party with respect to the Matter: (Begin list here, add sheets as necessary):

N/A

(If no explanation appears or begins on the lines above, or if the letters "NA" or if the word "None" appear, it will be conclusively presumed that the Disclosing Party means that NO persons or entities registered under the Lobbying Disclosure Act of 1995 have made lobbying contacts on behalf of the Disclosing Party with respect to the Matter.)

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

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

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

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

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

B. CERTIFICATION REGARDING EQUAL EMPLOYMENT OPPORTUNITY

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

Is the Disclosing Party the Applicant?

Yes

No

If "Yes," answer the three questions below:

1. Have you developed and do you have on file affirmative action programs pursuant to applicable federal regulations? (See 41 CFR Part 60-2.)

Yes

No

2. Have you filed with the Joint Reporting Committee, the Director of the Office of Federal Contract Compliance Programs, or the Equal Employment Opportunity Commission all reports due under the applicable filing requirements?

Yes

No

3. Have you participated in any previous contracts or subcontracts subject to the equal opportunity clause?

Yes

No

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

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

The Disclosing Party understands and agrees that:

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

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

C. The City's Governmental Ethics and Campaign Financing Ordinances, Chapters 2-156 and 2-164 of the Municipal Code, impose certain duties and obligations on persons or entities seeking City contracts, work, business, or transactions. The full text of these ordinances and a training program is available on line at www.cityofchicago.org/Ethics, and may also be obtained from the City's Board of Ethics, 740 N. Sedgwick St., Suite 500, Chicago, IL 60610, (312) 744-9660. The Disclosing Party must comply fully with the applicable ordinances.

D. If the City determines that any information provided in this EDS is false, incomplete or inaccurate, any contract or other agreement in connection with which it is submitted may be rescinded or be void or voidable, and the City may pursue any remedies under the contract or agreement (if not rescinded, void or voidable), at law, or in equity, including terminating the Disclosing Party's participation in the Matter and/or declining to allow the Disclosing Party to participate in other transactions with the City. Remedies at law for a false statement of material fact may include incarceration and an award to the City of treble damages.

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

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

The Disclosing Party represents and warrants that:

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

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

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

H.2. If the Disclosing Party is the Applicant, the Disclosing Party and its affiliates will not use, nor permit their subcontractors to use, any facility on the U.S. EPA's List of Violating Facilities in connection with the Matter for the duration of time that such facility remains on the list.

H.3 If the Disclosing Party is the Applicant, the Disclosing Party will obtain from any contractors/subcontractors hired or to be hired in connection with the Matter certifications equal in form and substance to those in H.1. and H.2. above and will not, without the prior written consent of the City, use any such contractor/subcontractor that does not provide such certifications or that the Disclosing Party has reason to believe has not provided or cannot provide truthful certifications.

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

CERTIFICATION

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

Sandra L. Lucas
(Print or type name of Disclosing Party)

Date: 11/14/06

By:

Sandra L. Lucas
(sign here)

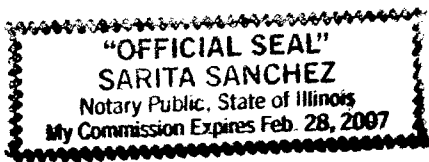
Sandra L. Lucas
(Print or type name of person signing)

Disclosing Party
(Print or type title of person signing)

Signed and sworn to before me on (date) NOVEMBER 14, 2006, by SARITA SANCHEZ,
at COOK County, IL (state).

Sarita Sanchez Notary Public.

Commission expires: FEB. 28, 2007.



document went to BO 1/30/07

INDUM

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BO+Humphrey

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Originated By: **Mark J. Hands**
Managing Deputy Procurement Officer
Department of Procurement Services

Re:	Description:	Rain Barrels and More (Division of Fireside Gallery, Inc.)
	Requisition No.:	31701
	Specification No.:	54501
	Requesting Department:	Department of Environment

On January 18th, 2007, the Non-Competitive Procurement Review Board conditionally approved your request for the purchase of ten thousand (10,000) Rain Barrels in the amount of \$496,900. Term of the transaction was for one year from February 1, 2007 to February 1, 2008.

This submittal was a pending approval as the Non-Competitive Procurement Review Board advised the Department of Environment to submit a cost comparison and document a "Good Faith" effort to meet M/WBE participation goals.

However, after further review and additional research, I am rescinding the approval by the Non-Competitive Procurement Review Board based upon the following:

- Our research determined that more than 15 vendors can provide this commodity and therefore should be competitively bid.
- Justification for Non-Competitive Procurement consideration is based upon unique/exclusive capabilities and/or single source supplier. Price is not a justification for Non-Competitive Procurement.

If you have questions or concerns, please do not hesitate to contact me at 744-9750.

