

**REQUEST FOR PROPOSALS (RFP)**  
**For**  
**Early Learning for Immigrant Families Program**

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Issued by:  
**CITY OF CHICAGO**  
(The Department of Family and Support Services)  
On  
April 1, 2015

**All proposals shall be submitted via the Cyber Grants system to:**

**Vanessa Rich**  
**Deputy Commissioner of Children Services**  
**Department of Family and Support Services**  
**1615 West Chicago Avenue, 2<sup>nd</sup> Floor**  
**Chicago, Illinois 60622**

The application can be accessed at:

[http://www.cybergrants.com/pls/cybergrants/ao\\_login.login?x\\_gm\\_id=5130&x\\_proposal\\_type\\_id=38156](http://www.cybergrants.com/pls/cybergrants/ao_login.login?x_gm_id=5130&x_proposal_type_id=38156)

**PROPOSALS MUST BE RECEIVED NO LATER THAN**  
**4:30 P.M. CENTRAL TIME on April 23, 2015**

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**Evelyn Diaz**  
**Commissioner**  
**Department of Family and Support Services**

**Rahm Emanuel**  
**Mayor**  
**City of Chicago**

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## **SECTION I. Invitation**

### **A. Purpose of the RFP**

In 2012, Mayor Rahm Emanuel unveiled his Chicago New American's Plan, a comprehensive plan supporting new immigrants' desire to participate in Chicago's economic and civic life. Spanning three years, the Plan outlines a multitude of ways in which Chicago can and will welcome, embrace and integrate new citizens to its communities. Immigrants everywhere face challenges and barriers to successful integration and often these barriers are passed on to or faced by their children. However, enrolling and participating in comprehensive early childhood education and development programs such as Head Start and Early Head Start can help to reduce some of the barriers immigrant families and children face and help accelerate their integration into meaningful and productive lives in Chicago.

Children from immigrant families represent the fastest growing sector of children in the United States and nearly all of them are native born citizens. Despite being citizens themselves, these children are more likely to encounter a variety of barriers that put them at increased risk of developmental delays and poor academic performance once they enter Kindergarten. As an at-risk population, it is critical that the children born into immigrant families have access to high quality early childhood education and care providers to ensure later academic and economic success.

Furthering his New Americans Plan and early childhood education objectives, Mayor Emanuel seeks to provide specific services that reduce barriers immigrant families and children face in accessing comprehensive early childhood education and development programs and that support families continued access to and use of those services. To that end, The City of Chicago, Department of Family and Support Services (DFSS) unveils the Early Learning for Immigrant Families (ELIF) Program RFP. This new, two-year pilot initiative will provide organizations who currently work with immigrants and/or those who have early childhood programs with up to \$75,000 per year to design and implement unique, targeted, replicable programming aimed at reducing some of the most prevalent barriers to participation in comprehensive early childhood education and development programs, and supporting families' enrollment in and continued use of those same programs. Program models must demonstrate a program design that will:

1. Increase the number of immigrant families enrolled in early childhood programming;  
and
2. Deepen the engagement of enrolled immigrant families in the program.

DFSS is highly interested in proposals that demonstrate unique knowledge of particular immigrant populations as well the distinct barriers they experience. Successful respondents will be able to demonstrate their ability to 1) successfully engage immigrant families on many levels; 2) support immigrant families knowledge of and participation in comprehensive early childhood and development programs; and 3) work with early childhood providers throughout the city in facilitating families' access to and participation in early childhood programs. DFSS

encourages unique and innovative program designs and strategies for accomplishing the program goals.

Additionally, as part of this solicitation, DFSS anticipates awarding an additional \$10,000 - \$15,000 to a single Respondent interested in and capable of coordinating the initiative across the city. This coordinator will be primarily responsible for convening cohort meetings and activities among ELIF grantees, and documenting best practices and lessons learned.

## **B. Background**

As the City of Chicago's primary social services provider and administrator, the Department of Family and Support Services (DFSS) manages a comprehensive, client-oriented human service delivery system that employs a holistic approach to improving the quality of life for our most vulnerable residents. DFSS administers resources and provides assistance and support to a network of 370 community-based organizations in order to promote the independence and well-being of individuals, support families, and strengthen Chicago neighborhoods.

DFSS supports services that enhance the lives of Chicago residents, particularly those most in need, from birth through the senior years. DFSS provides families with the resources they need to create a strong developmental and educational foundation for their young children beginning at infancy. Through Early Head Start, Head Start and Child Care programs, Chicago's youngest residents are afforded the opportunity to develop critical early literacy, school-readiness and social-emotional skills in a nurturing and stimulating environment that will prepare them for success in school and beyond, and families can access comprehensive services that can help them support their children learn and develop.

The department also works to promote the independence and well-being of neighborhoods by providing direct assistance and administering resources to a network of community-based organizations, social service providers and institutions.

For further information about these and the other opportunities offered through the Department of Family and Support Services, please visit the DFSS website:

[www.cityofchicago.org/fss](http://www.cityofchicago.org/fss)

The ELIF Program will be housed in DFSS's Children's Services Division (CSD), which has direct responsibility for the City's early childhood programming, including Head Start, Early Head Start, and Child Care. DFSS serves over 20,000 children annually in these programs through a network of 32 community-based providers and Chicago Public Schools. DFSS works closely with Illinois Early Learning Council, Illinois Department of Human Services, Illinois Action for Children, Chicago Public Schools, and other community stakeholders to ensure that services are allocated in a manner that maximizes the City's ability to serve children and families in need. Additionally, DFSS works with early childhood experts and partners to ensure that programs are of high quality, follow best practices, and meet Head Start Program Performance Standards.

### **C. Anticipated Term of Contract and Funding Source(s)**

This initiative is administered by the Department of Family and Support Services through funding received from the City of Chicago's Corporate Fund as part of Mayor Rahm Emanuel's *Ready to Learn!* Initiative. This is the first year of a proposed two-year initiative with a proposed total allocation of \$325,000 for 2015. DFSS anticipates funding multiple Respondents for contracts ranging in size between \$50,000 and \$75,000 per year (although other amounts will be considered). One Program Cohort Coordinator will be funded at \$10,000- \$15,000 per year.

All guidelines and requirements of the Department of Family and Support Services and the City of Chicago must be met. Selected Respondents will be required to comply with all laws, regulations, policies and procedures imposed by funding sources. Additionally, all delegate agencies must comply with the Single Audit Act, if applicable.

***Successful respondents must be able to demonstrate a cash or in-kind match of at least 10%.***

Funding is subject to the availability of funds and no advances will be given. Respondents should be aware that payment for services by the City will be made on a reimbursement basis. Respondents should not plan to receive their first payment until up to 60 days after the execution of the delegate agency agreement. **Respondent must be able to proceed with program operations within a reasonable period of time following award notification.**

The term of contract(s) executed under this RFP will start **May 1, 2015 through December 31, 2015** for the first year. Based on need, availability of funds, program design, and delegate agency performance, DFSS may extend this term for up to three additional periods, each not to exceed one year.

Should the initial Respondent's contract be terminated or relinquished for any reason, DFSS reserves the right to return to the pool of Respondents generated from this RFP to select another qualified Respondent.

### **D. Rate of Reimbursement**

Funds will be paid through a line-item reimbursement process. Respondents are required to submit timely vouchers for work previously performed with proper documentation of service delivery, using the required reporting tools.

### **E. Eligible Respondents**

This is a competitive process open to all entities: non-profit, faith-based, and public. Ideal Respondents will demonstrate successful experience in providing services to immigrant groups and/or operating an early childhood education program.

Respondents whose existing contracts with the City of Chicago are not in good standing will not be considered for a contract. Agencies not eligible include those that have had a City contract terminated for default, and/or are currently debarred and/or have been issued a final

determination by a City, State or Federal agency for performance of a criminal act, abridgement of human rights or illegal/fraudulent practices.

## **SECTION II: RFP and Submission Information**

### **A. Proposal Deadline and Submittal Procedures**

The due date for submission of proposals is:

**April 23, 2015**

Respondents are required to submit an application via our Cyber Grants system. Cyber Grants can be accessed via a link on the DFSS website where you downloaded this RPF or by going to this address:

[http://www.cybergrants.com/pls/cybergrants/ao\\_login.login?x\\_gm\\_id=5130&x\\_proposal\\_type\\_id=38156](http://www.cybergrants.com/pls/cybergrants/ao_login.login?x_gm_id=5130&x_proposal_type_id=38156)

### **B. Pre-Proposal Conference**

A Pre-Proposal Webinar will be held on:

**April 7, 2015, 10:00 – 11:30 AM**

Please register prior to the webinar's start using this link:

<https://attendee.gotowebinar.com/register/7370661224409488898>

A link to the completed Webinar will be available on-line at the DFSS website after the time and date listed above for those who cannot attend at the live scheduled time. Please register prior to the Webinar's start.

### **C. Contact Person Information**

Respondents are strongly encouraged to submit all questions and comments related to the RFP via e-mail.

For answers to program-related questions please contact:

Elizabeth Stover: [elizabeth.stover@cityofchicago.org](mailto:elizabeth.stover@cityofchicago.org)

Victor Santiago: [victor.santiago@cityofchicago.org](mailto:victor.santiago@cityofchicago.org)

All other questions regarding the administrative aspects of this RFP may be directed to:

Julia Talbot: [jtalbot@cityofchicago.org](mailto:jtalbot@cityofchicago.org)

## D. Timeline

<b>Proposal Release Date:</b>	April 1, 2015
<b>Bidders Conference:</b>	April 7, 2015
<b>Proposal Due:</b>	April 23, 2015
<b>Award Letters:</b>	May 1, 2015

## Section III. Program Information, Requirements, and Scope of Services

### **A. ELIF Program Design**

The ELIF Program is a new model. The first cohort of grantees will implement programs that demonstrate unique solutions to mitigate barriers immigrant families face when accessing and engaging in comprehensive early learning programs. DFSS seeks applications that propose unique and creative solutions to the specific issues being experienced by specific immigrant communities.

DFSS seeks to fund a set of programs that will positively impact one or all of the following outcomes for immigrant families:

- Enrollment into early childhood programs
- Attendance in early childhood programs
- Family engagement in early childhood programs. Family engagement concerns building relationships with families that support family well-being, strong relationships between parents and their children, and ongoing learning and development for both parents and children.
- Community engagement in early childhood programs, including awareness of programming benefits. Community engagement is about building relationships with families that support family well-being, strong relationships between parents and their children, and ongoing learning and development for both parents and children mental health, social service, and school partners to build peer networks, link families and children to needed services, and support successful transitions for children and families.

Additionally, proposed projects must be able to:

- Identify target population
- Clearly articulate the challenges and barriers to enrollment, retention and engagement in early learning programs faced by the immigrant families they serve and/or seek to serve.
- Demonstrate how the proposed program design directly addresses or mitigates the barriers to enrollment, retention, and engagement for the population to be served.
- Demonstrate familiarity with early childhood program models, especially Head Start.

- Demonstrate how the applicant is particularly qualified to undertake the proposed program.
- Discuss other positive impacts anticipated.

## **a. General Operating Requirements**

### **i. Reporting and Recordkeeping**

Successful respondents must propose performance measures and documentation practices that demonstrate program activities and that are sensitive to client and community privacy/legal status. Respondents will be required to submit quarterly performance reports based on their unique scope of services.

### **ii. Operational and Collaboration**

DFSS requires funded agencies to comply with the following:

- Respondents must participate in meetings, technical assistance, and service activities convened by DFSS and/or its designated ELIF Program Cohort Coordinator.
- This Initiative will not fund the provision of legal services. Respondents are encouraged partner with and refer clients to existing legal service providers who specialize in immigration services.
- Respondents must include formal written linkage agreements with all service providers referred to in their proposed programming.
- Respondents will participate in project advisory meetings as directed by DFSS.

### **iii. Staff Qualifications**

Desirable staff requirements include demonstrated experience providing outreach and services to immigrant populations and/or early childhood education programming.

### **iv. Fiscal Management**

- Maintains internal accounting in accordance with Generally Accepted Accounting Principles (GAAP).
- The organization shall receive an annual independent audit or audit review.
- The organization shall have internal fiscal control procedures.

### **v. ADA Compliance**

Respondent must be committed to achieving full physical and programmatic accessibility as defined by the Americans with Disabilities Act (ADA).

## **b. Outcome Performance Measures**

Respondents will be regularly evaluated based on performance measures developed collaboratively as part of the scope and contracting process. As this is a new initiative, Respondents will be asked in the application to propose the most meaningful ways to capture program accomplishments, measure programmatic success and determine their program's impact. DFSS will work with selected Respondents to further refine and standardize the performance measures, targets, and deliverables for their specific scope of work.



All funded members of this first year cohort will participate in a meet and share final presentation where they will talk about their program/its accomplishments, stumbling blocks etc.

**B. Program Cohort Coordinator**

Critical to the overall operation of the ELIF program will be the Program Cohort Coordinator. The Program Cohort Coordinator will be responsible for working with ELIF cohort members, DFSS staff and others to coordinate meetings, facilitate information sharing and relationship building exercises between cohort members and managing the flow of information between all parties involved in the operation and potential evaluation of the ELIF program. The coordinator will be required to work closely with DFSS staff and DFSS’s Head Start and Child Care delegate agencies. Respondents interested in operating in this capacity should be able to demonstrate their ability to work effectively with differently organizations and communities throughout the City.

**Section IV. Evaluation and Selection Procedures**

**A. Evaluation Process**

Each proposal will be evaluated on the strengths of the proposal and the responsiveness to the selection criteria. DFSS reserves the right to consult with other city departments or public or private funders during the evaluation process. Selected Respondent must be ready to proceed with the proposed program within a reasonable period of time upon contracting. Failure to submit a complete proposal and/or to respond fully to all requirements may cause the proposal to be deemed unresponsive and therefore, subject to rejection. The Commissioner upon review of recommended agency (ies) may reject, deny or recommend agencies that have applied for grants based on previous performance and/or area need.

The Department of Family and Support Services (DFSS) reserves the right to ensure that all mandated services are available citywide, and provided in a linguistically and culturally appropriate manner.

**B. Selection Criteria**

The Proposals will be evaluated on the Respondent’s ability as defined in this RFP. The following criteria will be used in evaluating all proposals:

Points	Criteria
35	<p><b>Previous Program Experience &amp; Needs of Population to be Served</b></p> <p>Respondent should demonstrate knowledge of immigrant populations as evidenced by a complex understanding of their needs through the use of data and/or previous or current operation of successful programs of a similar nature.</p> <p>Respondent should also be able to demonstrate knowledge of early childhood programming and its benefits for young children and families.</p>

<p>25</p>	<p><b>Program Design and Administration</b></p> <p>Respondent will demonstrate program and administrative design specifically tailored to the stated goals of the program.</p> <p>Respondent’s program design includes a description of the implementation, scope, and outcomes. The Program design will be evaluated on how well the activities and strategies address the populations needs and barriers of participation. Proposals will be evaluated on the expertise and ability of the agency to address the required key elements of the proposed program model and fulfill the required program outcomes.</p> <p>Respondent’s proposed staffing. Proposals will be evaluated on the extent to which the Respondent demonstrates staffing patterns necessary to operate the program in accordance with the program model’s design and outcomes. Respondents must demonstrate an adequate plan for staff supervision.</p> <p>Respondent proposes a system to measure self-determined outcomes that is feasible and can reasonably measure program impact.</p> <p>The grantor may also consider how the proposed program fits into the larger scheme of early childhood provider programming, how innovative the proposed program is, how likely it is to achieve its stated goals, and how replicable the program is.</p> <p><b><i>The Cohort Coordinator will be evaluated on these criteria:</i></b></p> <p>Respondent provides evidence of the ability to work collaboratively with multiple partners and stakeholders.</p> <p>The respondent demonstrates knowledge of multiple immigrant groups and the barriers they face integrating into public institutions and civic systems; the respondent demonstrates successfully supporting immigrants through previous programs.</p> <p>Respondent provides an actionable plan for coordinating agencies, working with DFSS and its delegates.</p>
<p>25</p>	<p><b>Administrative/Fiscal Capacity</b></p> <p>Respondent will demonstrate that it has the resources and expertise to assume and meet all administrative and fiscal requirements. This includes the Respondent’s fiscal (including financial management systems), technological, management, administrative and staff capabilities.</p> <p>Overall fiscal soundness, as evidenced by the financial history and record of the organization, as well as audited financial statements (or the equivalent) from recent program years. All respondents must be current on all prior financial or contractual obligations with the City. All respondents must be able to prove that there are no outstanding liens or taxes owed to City, State or IRS.</p>

	Agency's demonstrated fiscal and administrative capacity. For current DFSS providers, DFSS will consider all DFSS program and fiscal monitoring reports, as well as expenditure reports indicating agency's ability to expend funds in a timely manner.
15	<p><b>Budget Narrative</b></p> <p>Respondent demonstrates a budget that aligns with the program activities and outcomes. The Budget Narrative should demonstrate that costs are reasonable and support the programs goals and objectives.</p> <p>The respondent should have an understanding of cost allocation and the distinction between program and administrative costs.</p> <p>The budget and narrative demonstrates the agency's capacity to provide a ten percent match.</p>

DFSS reserves the right to seek clarification of information submitted in response to this Application and/or to request additional information during the evaluation process and make site visits and/or require Respondents to make an oral presentation or be interviewed by the review subcommittee, if necessary.

Selections will not be final until the City and the Respondent have fully negotiated and executed a contract. The City assumes no liability for costs incurred in responding to this RFP or for costs incurred by the Respondent in anticipation of a fully executed contract.

## **Section V. Legal and Submittal Requirements**

### **A. City of Chicago Economic Disclosure Statement (EDS)**

Respondents are required to execute the Economic Disclosure Statement annually through its on-line EDS system. Its completion will be required for those Respondents who are awarded contracts as part of the contracting process. More information about the on-line EDS system can be found at:

<https://webapps.cityofchicago.org/EDSWeb/appmanager/OnlineEDS/desktop>

### **B. Disclosure of Litigation and Economic Issues**

Legal Actions: Respondent must provide a listing and brief description of all material legal actions, together with any fines and penalties, for the past five (5) years in which (is) Respondent or any division, subsidiary or parent company of Respondent, or (ii) any officer, director, member, partner, etc., of Respondent if Respondent is a business entity other than a corporation, has been:

1. A debtor in bankruptcy; or
2. A defendant in a legal action for deficient performance under a contract or in violation of a statute or related to service reliability; or
3. A Respondent in an administrative action for deficient performance on a project or in violation of a statute or related to service reliability; or
4. A defendant in any criminal action; or

5. A named insured of an insurance policy for which the insurer has paid a claim related to deficient performance under a contract or in violation of a statute or related to service reliability; or
6. A principal of a bond for which a surety has provided contract performance or compensation to an obligee of the bond due to deficient performance under a contract or in violation of a statute or related to service reliability; or
7. A defendant or Respondent in a governmental inquiry or action regarding accuracy of preparation of financial statements or disclosure documents.

Any Respondent having any recent, current or potential litigation, bankruptcy or court action and/or any current or pending investigation, audit, receivership, financial insolvency, merger, acquisition, or any other fiscal or legal circumstance which may affect their ability currently, or in the future, to successfully operate the requested program, must attach a letter to their proposals outlining the circumstances of these issues. Respondent letters should be included in a sealed envelope, directed to Commissioner Evelyn Diaz. Failure to disclose relevant information may result in a Respondent being determined ineligible or, if after selection, in termination of a contract.

### **C. Grant Agreement Obligations**

By entering into this grant agreement with the City, the Respondent is obliged to accept and implement any recommended technical assistance. The grant agreement will describe the payment methodology. DFSS anticipates that payment will be conditioned on the Respondent's performance in accordance with the terms of its grant agreement.

### **D. Funding Authority**

These initiatives are administered by the Department of Family and Support Services through funding received from the City of Chicago with the possibility of later funding being added from additional county, state and Federal sources. Consequently, all guidelines and requirements of the City of Chicago must be followed. Selected Respondents will be required to comply with all laws, regulations, policies and procedures imposed by funding sources during the time of which the funding source is being used. Additionally, all selected Respondents must comply with the Single Audit Act if applicable.

### **E. Insurance Requirements**

Funded Respondents will provide and maintain, at their expense, the insurance coverage and requirements specified by the City of Chicago in the "Insurance Requirements and Insurance Certificate" included in the on-line application. The Insurance Certificate of Coverage is only required for those Respondents who are selected for a grant agreement award at which time more information will be given. However, a preliminary version of this certificate must be provided when responding to the RFP as the City of Chicago cannot enter into contracts with Respondents without the insurance.

### **F. Indemnity**

The successful Respondent will be required to indemnify City of Chicago for any losses or

damages arising from the delivery of services under the grant agreement that will be awarded. The City may require the successful Respondent to provide assurances of performance, including, but not limited to, performance bonds or letters of credit on which the City may draw in the event of default or other loss incurred by the City by reason of the Respondent's delivery or non-delivery of services under the grant agreement.

### **G. False Statements**

1. 1-21-010 False Statements.

Any person who knowingly makes a false statement of material fact to the city in violation of any statute, ordinance or regulation, or who knowingly falsifies any statement of material fact made in connection with an proposal, report, affidavit, oath, or attestation, including a statement of material fact made in connection with a bid, proposal, contract or economic disclosure statement or affidavit, is liable to the city for a civil penalty of not less than \$500.00 and not more than \$1,000.00, plus up to three times the amount of damages which the city sustains because of the person's violation of this section. A person who violates this section shall also be liable for the city's litigation and collection costs and attorney's fees. The penalties imposed by this section shall be in addition to any other penalty provided for in the municipal code. (Added Coun. J. 12-15-04, p. 39915, § 1)

2. 1-21-020 Aiding and Abetting.

Any person who aids, abets, incites, compels or coerces the doing of any act prohibited by this chapter shall be liable to the city for the same penalties for the violation. (Added Coun. J. 12-15-04, p. 39915, § 1)

3. 1-21-030 Enforcement.

In addition to any other means authorized by law, the corporation counsel may enforce this chapter by instituting an action with the department of administrative hearings. (Added Coun. J. 12-15-04, p. 39915, § 1)

### **H. Compliance with Laws, Statutes, Ordinances and Executive Orders**

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

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

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

respondent further covenants that in the performance of the grant agreement no person having any such interest shall be employed.

2. Governmental Ethics Ordinance, Chapter 2-156: All Respondents agree to comply with the Governmental Ethics Ordinance, Chapter 2-156 which includes the following provisions: a) a representation by the respondent that he/she has not procured the grant agreement in violation of this order; and b) a provision that any grant agreement which the respondent has negotiated, entered into, or performed in violation of any of the provisions of this Ordinance shall be voidable by the City.

3. Selected Respondents shall establish procedures and policies to promote a Drug-free Workplace. The selected respondent shall notify employees of its policy for maintaining a drug-free workplace, and the penalties that may be imposed for drug abuse violations occurring in the workplace. The selected respondent shall notify the City if any of its employees are convicted of a criminal offense in the workplace no later than ten days after such conviction.

4. Business Relationships with Elected Officials - Pursuant to Section 2-156-030(b) of the Municipal Code of Chicago, as amended (the "Municipal Code") it is illegal for any elected official of the City, or any person acting at the direction of such official, to contact, either orally or in writing, any other City official or employee with respect to any matter involving any person with whom the elected official has a business relationship, or to participate in any discussion in any City Council committee hearing or in any City Council meeting or to vote on any matter involving the person with whom an elected official has a business relationship. Violation of Section 2-156-030(b) by any elected official with respect to the grant agreement shall be grounds for termination of the grant agreement. The term business relationship is defined as set forth in Section 2-156-080 of the Municipal Code.

Section 2-156-080 defines a "business relationship" as any contractual or other private business dealing of an official, or his or her spouse or domestic partner, or of any entity in which an official or his or her spouse or domestic partner has a financial interest, with a person or entity which entitles an official to compensation or payment in the amount of \$2,500 or more in a calendar year; provided, however, a financial interest shall not include: (i) any ownership through purchase at fair market value or inheritance of less than one percent of the share of a corporation, or any corporate subsidiary, parent or affiliate thereof, regardless of the value of or dividends on such shares, if such shares are registered on a securities exchange pursuant to the Securities Exchange Act of 1934, as amended; (ii) the authorized compensation paid to an official or employee for his office or employment; (iii) any economic benefit provided equally to all residents of the City; (iv) a time or demand deposit in a financial institution; or (v) an endowment or insurance policy or annuity contract purchased from an insurance company. A "contractual or other private business dealing" shall not include any employment relationship of an official's spouse or domestic partner with an entity when such spouse or domestic partner has no discretion concerning or input relating to the relationship between that entity and the City.

5. Compliance with Federal, State of Illinois and City of Chicago regulations, ordinances,

policies, procedures, rules, executive orders and requirements, including Disclosure of Ownership Interests Ordinance (Chapter 2-154 of the Municipal Code); the State of Illinois - Certification Affidavit Statute (Illinois Criminal Code); State Tax Delinquencies (65ILCS 5/11-42.1-1); Governmental Ethics Ordinance (Chapter 2-156 of the Municipal Code); Office of the Inspector General Ordinance (Chapter 2-56 of the Municipal Code); Child Support Arrearage Ordinance (Section 2-92-380 of the Municipal Code); and Landscape Ordinance (Chapters 32 and 194A of the Municipal Code).

6. If selected for grant award, Respondents are required to (a) execute the Economic Disclosure Statement and Affidavit, and (b) indemnify the City as described in the grant agreement between the City and the successful Respondents.

7. Prohibition on Certain Contributions, Mayoral Executive Order 2011-4. Neither you nor any person or entity who directly or indirectly has an ownership or beneficial interest in you of more than 7.5% ("Owners"), spouses and domestic partners of such Owners, your Subcontractors, any person or entity who directly or indirectly has an ownership or beneficial interest in any Subcontractor of more than 7.5% ("Sub-owners") and spouses and domestic partners of such Sub-owners (you and all the other preceding classes of persons and entities are together, the "Identified Parties"), shall make a contribution of any amount to the Mayor of the City of Chicago (the "Mayor") or to his political fundraising committee during (i) the bid or other solicitation process for the grant agreement or Other Contract, including while the grant agreement or Other Contract is executory, (ii) the term of the grant agreement or any Other Contract between City and you, and/or (iii) any period in which an extension of the grant agreement or Other Contract with the City is being sought or negotiated.

You represent and warrant that since the date of public advertisement of the specification, request for qualifications, request for proposals or request for information (or any combination of those requests) or, if not competitively procured, from the date the City approached you or the date you approached the City, as applicable, regarding the formulation of the grant agreement, no Identified Parties have made a contribution of any amount to the Mayor or to his political fundraising committee.

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

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

Violation of, non-compliance with, misrepresentation with respect to, or breach of any covenant or warranty under this provision or violation of Mayoral Executive Order No. 2011-4

constitutes a breach and default under the grant agreement, and under any Other Contract for which no opportunity to cure will be granted. Such breach and default entitles the City to all remedies (including without limitation termination for default) under the grant agreement, under any Other Contract, at law and in equity. This provision amends any Other Contract and supersedes any inconsistent provision contained therein.

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

For purposes of this provision:

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

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

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

8. (a) The City is subject to the June 24, 2011 "City of Chicago Hiring Plan" (the "2011 City Hiring Plan") entered in *Shakman v. Democratic Organization of Cook County*, Case No 69 C 2145 (United States District Court for the Northern District of Illinois). Among other things, the 2011 City Hiring Plan prohibits the City from hiring persons as governmental employees in non-exempt positions on the basis of political reasons or factors.

(b) You are aware that City policy prohibits City employees from directing any individual to apply for a position with you, either as an employee or as a subcontractor, and from directing you to hire an individual as an employee or as a subcontractor. Accordingly, you must follow your own hiring and contracting procedures, without being influenced by City employees. Any and all personnel provided by you under the grant agreement are employees or subcontractors of you, not employees of the City of Chicago. The grant agreement is not intended to and does not constitute, create, give rise to, or otherwise recognize an employer-employee relationship of any kind between the City and any personnel provided by you.

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



are the activities of individual persons in support of or in opposition to political organizations or parties or candidates for elected public office.

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