

JUSTIFICATION FOR NON-COMPETITIVE PROCUREMENT

COMPLETE THIS SECTION IF NEW CONTRACT(S)

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 Robert Repel for the product and/or services described herein.
 (Name of Person or Firm)

This is a request for: ___ (One-Time Contract Per Requisition # _____, copy attached) or **X** Term Agreement or ___ Delegate Agency (Check one). If Delegate Agency, this request is for "blanket approval" of all contacts within the _____ (Attach List) Pre-Assigned Specification No. _____
 _____ (Program Name) 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., is relationship to the original contract and the specific reasons for the change. Indicate both the original and the adjusted contract amount and/or expiration date with this change, as applicable. Attach copy of all supporting documents. Request approval for a contract amendment or modification to the following:

Contract #: _____ Company, or Agency Name: _____
 Specification #: _____ Contract or Program Description: _____
 Mod #: _____ (Attach List, if multiple)
 _____ Steven Loboda _____ 773-686-3590 _____ Steven M. Loboda _____ Aviation _____ 10/16/09 _____
 Originator Name Telephone Signature Department Date

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

<p>(X) PROCUREMENT HISTORY</p> <p>1. Robert Repel served as Managing Deputy Commissioner /Intergovernmental & Legal Affairs from 1992 until leaving the Department on 6/30/03. During this time, Mr. Repel initiated/developed departmental policy in alignment with federal, state and local legislative and regulatory agendas. In addition, he interfaced with the U.S. Dept. of Transportation, Federal Aviation Administration and a variety of other governmental agencies, to ensure ongoing success of legal / legislative initiatives for the DOA. (see attached)</p>
<p>(X) ESTIMATED COST</p> <p>\$60,000 per year</p>
<p>(X) SCHEDULE REQUIREMENTS</p> <p>1. The need for these services is ongoing as of 6/30/03; Contract term should be twoyears plus one 1-year extension option.</p> <p>2. (See above)</p> <p>3. Price was negotiated based on similar consulting services.</p> <p>4. N/A</p> <p>5. The reasonable cost of these services is expected to save the DOA funds, as it is lower than similar consulting rates.</p>
<p>(X) EXCLUSIVE OR UNIQUE CAPABILITY</p> <p>1. Robert Repel has been intrinsically involved with ongoing DOA legislative/legal affairs for over 10 years. His exclusive experience base, myriad of critical intergovernmental relationships and proven track record with the DOA's unique requirements can not be found elsewhere. A cost proposal and scope of services are attached.</p> <p>2. Robert Repel is considered unquestionably predominant in this arena.</p> <p>3. (see above) 4. (See attached)</p>
<p>(X) OTHER</p> <p>Robert Repel will be working alone and will have no office at DOA or supervisory authority over any DOA personnel.</p>

APPROVED BY: Steven M. Loboda _____ DATE 10/16/09 _____ BOARD CHAIRPERSON _____ DATE _____
 OR DESIGNEE

JUSTIFICATION FOR NON-COMPETITIVE PROCUREMENT (cont.)

PROCUREMENT HISTORY (cont.):

2. This is a first time request.
3. These unique services are not suitable for competitive bid.
4. N/A
5. Future requests may possibly be made for further services from this source.
6. Again, do to the unique legal and legislative needs of the Department of Aviation, prior extensive experience with DOA initiatives is essential to the performance of these services.

EXCLUSIVE OR UNIQUE CAPABILITY (cont.):

4. N/A
5. Robert Repel has fostered key relationships with legislative and governmental entities that allow for continuing cooperation with and understanding of DOA goals and initiatives. He has specialized knowledge of the laws related directly to and that governs the Airports.
6. N/A
7. N/A
8. N/A

Aviation "04-1

Received
11/2/04
To Fred Roberson
11/2/04

TO: Eileen Bell, Department of Law, Labor Division

CITY OF CHICAGO
REQUEST FOR INDIVIDUAL CONTRACT SERVICES

Department: Aviation Date: 9/15/04

Explain Why Contractor Necessary: Consulting services are required to provide the Department of Aviation (DOA) with continuing support and representation for regulatory and legislative affairs and matters of appropriation as related to a myriad of local, state and federal agencies including, but not limited to, Federal Aviation Administration; U.S. Dept. of Homeland Security; Chicagoland Chamber of Commerce; Midwest Aviation Coalition; Airport's Council International/North America and the U. S. Department of Transportation.

Explain Why Individual Considered Independent Contractor, and Not Employee:
Robert Repel will have no supervisory authority over Aviation employees. He will work out of his own home office without any additional staff and will not occupy an office at the DOA. He will also set his own hours of work, except for attendance at meetings as needed. No set schedule of hours will be set and work times will be determined in relation to assigned projects. He will supply his own office equipment and supplies. He will work independently from supervision and will be responsible for reporting on his own projects as required by the Department.

Number of Contractors Needed: 1 Hours Per Week: _____

Project Assignment: Professional Aviation Consulting Services as related to Intergovernmental and Legislative Affairs

Duration of Assignment: Two (2) years

Department Representative to Contact for Further Information

Name: Steve Loboda Phone: 773/ 686-3590

Total Available Funding: \$60,000/per year Chargeable To: _____

	<u>Fund:</u>	<u>Dept.#:</u>	<u>Org.#:</u>	<u>Approp.:</u>	<u>Object:</u>	<u>Project Number:</u>
(00)	582	85	2015	8000	.0140	H8000 05E

APPROVED

Department Head: [Signature] Date: _____

Law Department: [Signature] Date: 11/2/04

Budget Office: [Signature] Date: _____

NOT APPROVED

Law Department: _____ Date: _____

Budget Office: _____ Date: _____




DEPARTMENT OF AVIATION

MEMORANDUM

DATE: October 18, 2004

TO: Eric J. Griggs Chief Procurement Officer

ATTN: Kerwen Whatley, Deputy Procurement Officer

FROM: John A. Roberson, Commissioner 

SUBJECT: **REQUEST FOR NON-COMPETITIVE PROCUREMENT
SPECIFICATION NO.: TBD
PROFESSIONAL AVIATION CONSULTING SERVICES RELATED
TO AIRPORT INTERGOVERNMENTAL & LEGISLATIVE AFFAIRS
VENDOR: ROBERT REPEL**

The Department of Aviation (DOA) Intergovernmental Affairs Section requests the initiation of a Non-Competitive Procurement (Sole Source) that will result in a contract to provide Professional Aviation Consulting Services for Airport Intergovernmental and Legislative Affairs relating to the Chicago Airport System.

These services are required to provide departmental representation for ongoing initiatives related to the Federal Airport Improvement Program (reauthorization/authorization), federal appropriations (formula entitlements, FAA letters of intent), regional planning issues and various Homeland Security/Department of Transportation issues. In addition, he will represent the Department's interests among various professional aviation associations.

Because these services are no longer provided for through the DOA's staff (or budget), this contract is critical for providing ongoing intergovernmental/external legislative services in support of DOA initiatives.

Robert Repel's extensive experience in this specialized area makes him exclusively qualified to provide these unique services for the DOA. He has intimate knowledge of aviation affairs/laws. The relationships he has maintained during his ongoing involvement since developing many of these legislative initiatives facilitate greater cooperation and understanding between DOA and related governmental entities.

Please find attached the User section's justification memo, a detailed scope of services, proposal, Ethics Committee statement and APRF. If you concur with this request, please forward the paperwork through the necessary channels to continue processing of this document.



CHICAGO O'HARE
BEST AIRPORT IN NORTH AMERICA
1998 1999 2000 2001 2002 2003



Sole Source/Aviation Consulting
Page 2

Procurement Type: Non-Competitive Procurement

Duration: Two years with one 1-year extension option

Est. Annual Cost: \$60,000

Funding: 740-99-4045-0145-0145

User Deputy: Pat Harney Phone: 894-7150

User Contact: Tom O'Donnell Phone: 894-5488

Scope of Services

As requested by the Commissioner of the Department of Aviation consultant will provide representation, legislative and regulatory analysis and advocacy regarding:

1. The Reauthorization / Authorization of the Federal Airport Improvement Program;
2. Secure annual federal appropriations in amounts sufficient to meet the needs of the Chicago Airport System at level authorized to provide formula entitlements, discretionary and FAA Letter of Intent commitments to the Chicago Airport System;
3. Ensure that sufficient Federal Inspectional Services personnel are made available to the Chicago Airport System to facilitate meeting the federal passenger processing standards at Chicago's airports.
4. Assist in obtaining new and maintaining exiting international air service agreements. Particular attention will be devoted to the European Community transformation from the existing bilateral agreement regime to a newly developed multilateral regime. The above will require monitoring of U.S. Department of Transportation policy development in this area.
5. Ensure that adequate appropriations are made available to staff security functions of U.S. Department of Homeland Security/Transportation Security Administration at Chicago Airports.
6. Interface with Chicagoland Chamber of Commerce, Midwest Aviation Coalition, Civil Committee of the Commercial Club for the City of Chicago and other regional planning entities regarding economic development opportunities through enhanced airport development.
7. On behalf of the Department of Aviation attend meetings of the to Airport's Council International / North America (ACI/NA) and American Association of Airport Executives (AAAE). Continue to serve as member ACI/NA/AAAE Legislative Steering Group. Generate reports on such meetings to the Department of Aviation.
8. On behalf of the Department of Aviation attend meetings of the Illinois Public Airports Association. Generate reports on such meetings to the Department of Aviation.
9. Work with airline government affairs representatives servicing O'Hare and Midway Airports.
10. Provide such additional services as requested by the Department of Aviation.



City of Chicago
Richard M. Daley, Mayor

Department of Aviation

John A. Roberson
Commissioner

Chicago O'Hare
International Airport
P.O. Box 66142
Chicago, Illinois 60666
(773) 686-2200
(773) 601-8333 (TTY)

Chicago Midway
International Airport
5700 South Cicero Avenue
Chicago, Illinois 60638
(773) 838-0600
(773) 838-0795 (TTY)

www.flychicago.com

November 11, 2004

Mr. Eric J. Griggs
Chief Procurement Officer
Department of Procurement Services

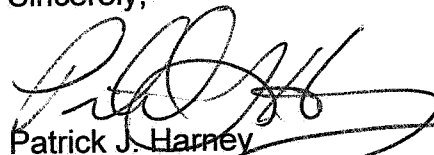
The Department of Aviation has requested a Sole Source contract with Robert Repel for Professional Aviation Consulting Services related to Airport Intergovernmental and Legislative Affairs. This contract will provide important DOA representation related to a myriad of issues (formula entitlements, letters of intent, etc.) related to a variety of federal, state and local entities (FAA, Homeland Security, Department of Transportation, etc).

This contract is being requested through the "Request for Individual Contract Services" process and Robert Repel will be obligated to self-perform all the work under this agreement. As Mr. Repel will have no employees and will be working out of his personal home office, subcontracting opportunities will not be available through this contract.

The Department of Aviation requests that the contract with Robert Repel includes "No Stated Goals" language, as Minority and Women Business Enterprise (M/WBE) participation would be impracticable in this circumstance, for the reasons delineated above.

Thank you for your time and consideration in this matter.

Sincerely,



Patrick J. Harney
First Deputy Commissioner
Department of Aviation



CHICAGO O'HARE
BEST AIRPORT IN NORTH AMERICA
1998 1999 2000 2001 2002 2003



ROBERT J. REPEL & ASSOCIATES

737 West Washington
Suite 2010
Chicago, Illinois 60661-2195
312-993-2820
E-Mail: rrepel@sbcglobal.net

December 7, 2004

John A. Roberson, Commissioner
Department of Aviation
O'Hare International Airport
Terminal 2, Mezzanine
Chicago, IL 60666

**Re: No Stated Goals for Minority/Women Business Enterprise Participation for
Sole Source Contract with the Department of Aviation, City of Chicago**

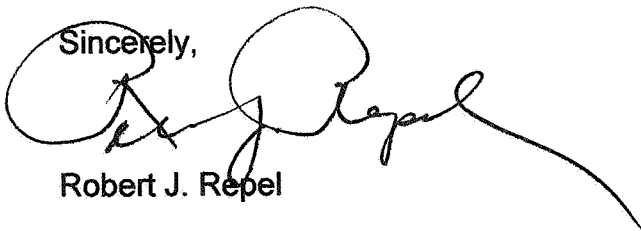
Dear Commissioner Roberson:

I am currently in the process of securing a new Sole Source Professional Services Agreement with the Department of Aviation (DOA). This contract will provide the DOA consulting services related to industry, intergovernmental and legislative affairs.

As this agreement is being sought through the "Request for Individual Contract Services" process, I will be acting alone in the performance of all obligations. I will not have any employees and will be working out of my home office, creating no foreseeable subcontracting opportunities available through this contract. Thus, I am requesting that my agreement have "no stated goals", as Minority and Women Business Participation (M/WBE) participation would be impracticable in this case.

I greatly appreciate the opportunity to serve the Department and look forward to your favorable consideration in this matter. Should you or your staff require any further information, please do not hesitate to contact me.

Sincerely,



Robert J. Repel

ROBERT J. REPEL & ASSOCIATES

757 West Washington
Suite 2010
Chicago, Illinois 60661-2195
312-993-2520
E-Mail rrepel@sbcglobal.net

August 27, 2004

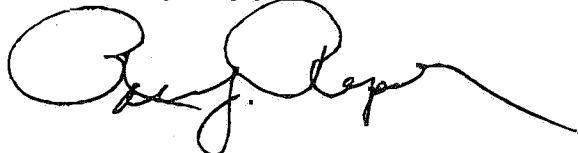
Steve Laboda
Contracts Administrator
Department of Aviation
City of Chicago
O'Hare International Airport
Terminal 2 E/F Concourse
Mezzanine Level
Chicago, IL 60666

Dear Mr. Laboda:

As requested by the City of Chicago's Department of Aviation, I will provide the professional consulting services as described in the attached Scope of Services.

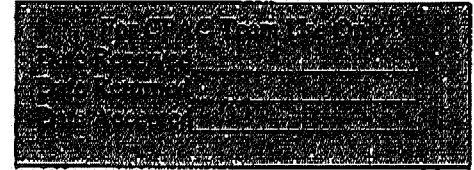
I will provide these services at a rate of \$5,000.00 per month for a term of 2 years plus one 1-year extension.

Very truly yours,



Robert J. Repel

CPAC PROJECT CHECKLIST



IMPORTANT: PLEASE READ AND FOLLOW THE INSTRUCTIONS FOR COMPLETING THE PROJECT CHECKLIST AND CONTACT THE APPROPRIATE TEAM LEADER IF YOU HAVE ANY FURTHER QUESTIONS. ALL INFORMATION SHOULD BE COMPLETED INCLUDING THE SUPPLEMENTAL CHECKLIST REQUIRED BY THE SPECIFIC CPAC TEAM. 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.

PROJECT

Date: 1/15/04 Contact Person: STEVE LOBODA
 ID No (Spec, RX, Project): Pending Tel: 686-3599 Fax: 686-3148 E-mail: GROUPWISE
 Department: AVIATION Project Manager: PAT HARNEY
 Bureau: CONTRACTS ADMINISTRATION Tel: 894-7150 E-mail: GROUPWISE
 Contract No(if known): NEW Estimated Value \$ 120,000
 Project Title/Description: CONSULTING/AIRPORT INTERGOVERNMENTAL AND LEGISLATIVE AFFAIRS

SCOPE STATEMENT

Attached is a detailed scope of services and/or specification

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

The following is a general description of what would 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)

Competitive Bid RFQ/RFP/RFS/RFI Sole Source** Term Agreement One Shot
 Mod/Amendment Time Extension Additional Funding Small Order S/O Emergency

FORMS

F-25* (add line item) F-10* (special approvals) SSRB** (sole source approval)
 F-26* (new term agreement) RX (one-shot requisition) OBM Authorization
 F-27* (time extension) APRF (all purpose request form)
 F-29* (change vendor limit)

** Sole source requests must include vendor quotes/proposal and MBE/WBE compliance requirements

FUNDING

City: Corporate Bond Enterprise Grant* Other
 State: IDOT/Transit IDOT/Highway Grant* Other
 Federal: FHWA FTA FAA Grant* Other
 Funding Strip(s): 770-99-4045-0145-0145

* Attach copy of any applicable grant agreement terms and conditions

TIME FRAME

Date Needed ASAP Requested Contract Term (y/m/d): 2 yrl. plus ONE 1-yr EXT.

PRE BID/SUBMITTAL REQUIREMENTS

Requesting Pre Bid/Submittal Conference? Yes No Requesting Conference be Mandatory? Yes No
 Requesting Site Visit? Yes No Requesting Site Visit be Mandatory? Yes No

CPAC PROJECT CHECKLIST

ARCHITECTURAL/ENGINEERING SUPPLEMENTAL CHECKLIST

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

Risk Management

Will services be performed within 50 feet of CTA train or other railroad property? Yes No

Will services be performed on or near a waterway? Yes No

Pre-Qualification Category No. _____ Category Description: _____

For Pre-Qualification Program, attach list of suggested firms to be solicited

Other Agency Concurrence Required: None State Federal Other (fill in) _____

AVIATION CONSTRUCTION SUPPLEMENTAL CHECKLIST

DOA sign-off for final design documents: Yes No

Required Attachments:

Copy of Draft Contract Documents and Detailed Specifications.

Risk Management:

Current Insurance Requirements prepared/approved by Risk Management: Yes No

Will work be performed within 50 feet of CTA or ATS structure or property? Yes No

Will work be performed airside? Yes No

COMMODITIES SUPPLEMENTAL CHECKLIST

Required attachments:

Copies of price lists, catalogs, drawings, variations of part numbers

Any other exhibits or attachments

CONSTRUCTION SUPPLEMENTAL CHECKLIST (LARGE & SMALL)

Required attachments: Copy of Draft (80% Completion)

Copy of Draft (80% Completion) Contract Documents and Detailed Specifications

Risk Management

Will services be performed within 50 feet of CTA train or other railroad property? Yes No

Will services be performed on or near a waterway? Yes No

DELEGATE AGENCY SUPPLEMENTAL CHECKLIST

Required attachments.

Attach Scope of Services that includes the following information 1) Program background & objectives; 2) Type of services for which proposals are sought; 3) Location and time line for delivery of services; 4) Qualifications, skills, and/or experience necessary; 5) Special licenses or certifications required; 6) Evaluation process (if known).

Other Attachments (please submit all that apply)

1. Copy of grant application and/or grant agreement
2. Evidence of award authority (DAAC agenda with agency name highlighted, City Council ordinance with agency name highlighted; or OBM letter)
3. Modification information (Copy of Form F-8A, screen print of EPS AWDS table)

Does program require Executive Order 91-1 clearance? Yes No

Is boilerplate from Law available or in production? Yes No

Would your department benefit from technical assistance? Yes No

CPAC PROJECT CHECKLIST

HARDWARE/SOFTWARE SUPPLEMENTAL CHECKLIST

ITSC (approved by BIS)

OBM (approved by Budget form/memo)

Attach any documentation indicating any previous purchase activity to assist in the procurement process

Grant document attached

PROFESSIONAL SERVICES SUPPLEMENTAL CHECKLIST

Detailed scope of services as described on page 1.

The Schedule of Compensation

Deliverables

Request for individual contract services (if applicable)

The appropriate EPS form

* If this is a Telecommunications/Utilities project, please also address the following:

Has the project been reviewed by DGS? Yes No

Attach copy of DGS Recommendation; Reservation(s); or participate under current contract.

Does the project include software? Yes No

If yes, is signed ITSC form attached? Yes No

Does the location involve:

A public way? Yes No

Any concession in the City's facilities? Yes No

Is it anticipated City Council approval of the project or contract will be required? Yes No

SMALL ORDERS SUPPLEMENTAL CHECKLIST

Yes No

- 1. Special Approval Form/Justification Letter
e.g (Emergency Contract, Telecommunication Back-up documents, Proposals, EPS Form F-10, etc.).
- 2. Suggested Vendor
- 3. Commodity Code, Manufacturer, Catalog Information, Model No., Quantity, Unit Cost/Measure, Color etc.,
- 4. Detailed Specification or Scope of Work.

ATTACHMENT REQUIRED FOR EACH SMALL ORDERS PROCUREMENT TYPE

(Check Appropriate Group)

1. ONE SHOT (PN)

- YES () NO () Detailed Specifications
- YES () NO () Suggested Vendor
- YES () NO () Support Documentation

3. EMERGENCY CONTRACT

- YES () NO () Justification Letter
- YES () NO () Vendor Proposal
- YES () NO () Pre-assigned Requisition (RX)

4. TELEPHONE/FAX BIDS

- YES () NO () Justification Letter

2. SOLE SOURCE REQUIREMENTS

- YES () NO () Vendor Proposal
- YES () NO () Disclosure Affidavit
- YES () NO () Letter of Exclusive or Unique Capability
- YES () NO () Support Documentation from Vendor/Manufacturer
- YES () NO () Signature(s) of Originator or Departmental Head/Designee

CPAC PROJECT CHECKLIST

VEHICLES/HEAVY EQUIPMENT SUPPLEMENTAL CHECKLIST

Required Attachments

- Detailed Specifications including detailed description of the vehicle(s) or equipment, mounted equipment, if any, and options/accessories.
- Special Provisions (Delivery, Warranty, Manuals, Training, Additional Unit Purchase Options, Bid Submittal Information, etc.)
- Delivery Location(s)
- Technical Literature
- Drawings, if any
- Part Number List (Manufacturer; or Dealer; or Other Source: _____)
- Copy of current Price List(s)/Catalog(s)
- Form F-10 or other authorization document
- Any other exhibits and attachments

WORK SERVICES/FACILITY MAINTENANCE SUPPLEMENTAL CHECKLIST

Required Attachments: Detailed Specifications (Scope of Services) including detailed description of the work, locations (with supporting detail), user department contacts, work hours/days, laborer/supervisor mix, compensation and price escalation considerations, contract term and extension options, contractor qualifications, citation of any applicable City/State/Federal statutes or regulations, citation of any applicable technical standards and price lists, catalogs, technical drawings and other exhibits and attachments as appropriate.

Risk Management

- Will services be performed within 50 feet of CTA train or other railroad property? Yes No
- Will services be performed on or near a waterway? Yes No
- Will services require the handling of hazardous/biowaste material? Yes No
- Will services require the blocking of streets or sidewalks in any way which may affect public safety? Yes No