CITY OF PEORIA

NOTICE OF REQUEST FOR STATEMENTS OF INTEREST AND QUALIFICATIONS:

CONSTRUCTION ENGINEERING SERVICES FOR
MACARTHUR HIGHWAY BRIDGE RECONSTRUCTION, FROM DR MARTIN LUTHER KING
JR BLVD TO 1,075 FEET SOUTHERLY

PEORIA, ILLINOIS

STATEMENTS DUE: 10:00 AM FRIDAY, FEBRUARY 2ND, 2018

The City of Peoria is requesting Statements of Interest and Qualifications from professional service firms or teams to assist the City in construction engineering services for reconstruction of MacArthur Highway Bridge, from north of Dr. Martin Luther King Jr Blvd to 1,075 feet southerly (the Project). The goal of this project is to provide construction documentation, quantification, adherence to plans and specifications, close-out, and assist with all other assigned duties for the construction oversight of the Project. The City of Peoria’s Engineering Division will accept sealed proposals submitted to the Office of the City Engineer, 3505 N Dries Lane, Peoria, Illinois, until 10:00 AM FRIDAY, FEBRUARY 2ND, 2018 for establishing a contract with a qualified team.

The notice of Public Advertisement for Phase 3 Engineering Services will appear in the local PJStar newspaper, posted to the City of Peoria’s Webpage (www.peoriagov.org), and posted to the City of Peoria’s e-alerts notification system on Friday, January 12th & 15th, 2018. The advertisement will provide for 21 calendar days’ notice until all proposals are due on February 2nd.

Time is of the essence and any Statement of Interest and Qualifications received after the announced time and date for submittal, whether by mail or otherwise, will be rejected. Teams are responsible for ensuring that the Engineering Administrative Assistant receives their Statements before the deadline indicated. Statements received after the announced time and date of receipt, by mail or otherwise, will be returned unopened. Teams should submit five (5) hard copies and one (1) electronic copy of a Statement of Interest and Qualifications.

1.0 INTRODUCTION

The City of Peoria requires construction engineering services for the removal and reconstruction of the MacArthur Bridge. Interested parties should be aware that guidelines for federally funded projects will be followed. The project will include removal and replacement of the bridge structure, foundations, pavement, grading, erosion and sediment control, storm sewers, sidewalks, landscaping, and lighting.

The City’s intention is to award a contract for these services to the best-qualified team. Each team will be considered and ranked by a Selection Committee based upon the criteria listed herein. The City will then enter into negotiations with the top-ranked team. The negotiations will be to establish a detailed scope of services and total cost for services. Should the top-ranked team and the City of Peoria not be able to reach an agreement, the City will terminate negotiations with that team and open negotiations with the second ranked team.

This process does not obligate the City to award a contract, or pay any cost incurred in the preparation of the teams responding to this request. The City reserves the right to accept or reject any or all statements received
as a result of this request. All information submitted in response to this request will become the property of the City.

Please be aware that it is the City’s policy to not compensate a consultant for any time or expenses incurred during the selection and negotiation processes.

### 2.0 Project Description

The City of Peoria requires construction engineering services for the MacArthur Highway Bridge project.

The project is on MacArthur Highway, from north of Dr Martin Luther King Jr Blvd to 1,075 feet southerly, including adjacent segments of Romeo B Garret Avenue, Richard Allen Drive and Saratoga Street. The MacArthur Hwy Bridge, over Romeo B Garret Ave, will be replaced.

The City of Peoria has received an FHWA Major Bridge Fund grant to reconstruct an existing bridge with current Sufficiency rating of 3 out of 100. The proposed bridge structure will replicate existing Bridge characteristics but shall also bring all reconstructed elements into current design standards.

Utility coordination has been ongoing for the past 3 years, for now culminating in having IL American Water Company set up to replace a water main ahead of the bridge construction. There are large diameter brick sewers under both MacArthur Hwy and Romeo B Garrett Ave. These deep structures will need careful monitoring due to pile driving. Detour routes will be set up well outside the immediate project vicinity to route drivers and pedestrians around the area. One of the roads, Saratoga Street, has existing residents with access that will need to be maintained with limited disruptions. The adjacent Valeska Hinton School will also require a detoured route.

Phase I and II engineering services have been completed. The final Plans, Specifications and Estimate have been submitted to IDOT on December 28, 2017. Construction is expected to begin in April 2018 and is expected to have the roadways reopened to traffic by November 21st, 2018. 30 working days will be allowed in year 2019 for completion of landscaping items. Ultimate project close—out from the Phase 3 Engineering firm should be expected by fall 2019.

The estimated base construction cost is $5,700,000. This project will be funded by federal Major Bridge Funding, State Motor Fuel Tax and local funds.

### 3.0 General Scope of Services

The scope of services sought by the City of Peoria shall include construction inspection, material testing, documentation of contract quantities, adherence to plans and specifications, project close-out, and may assist with all other assigned duties for the construction oversight of the Project. The project includes removal and replacement of the bridge structure, foundations, pavement, grading, erosion and sediment control, storm sewers, sidewalks, landscaping, and lighting.

The project includes utility coordination, and coordination with property owners. Property owners along this corridor will need access during construction.

The scope shall include identifying, preparing all required documents, and coordinating efforts with IDOT’s District 4 Construction Field Engineer and the City of Peoria’s Project Manager.
The project must comply with State Motor Fuel Tax and Federal-participating Major Bridge Fund grant requirements.

The following should also be included in the scope of services:

**3.1 MEETINGS, PUBLIC INVOLVEMENT, AND REPORTS**
An initial kick off meeting and various project meetings are required with City and IDOT staff. Meeting with individual property owners and utilities may be needed. A minimum of one public meeting to discuss the project with the public will be required. Periodic reports to City staff on the progress of the project are required.

**3.2 DELIVERABLE PRODUCTS**
The selected team shall provide all deliverable products to the City Engineer for approval and dissemination. Hard copies and electronic copies of the deliverables will be required. The number of hard copies will depend on the deliverable. Electronic format for all submittals shall be compatible with the current City software.

Deliverables include:
1. Detailed documentation of contract quantities and record notes in field journals
2. IDOT Construction forms
3. ICORS .est file outputs per pay estimate
4. Authorizations and periodic Agreed Unit Price & Force Account quantification update lists
5. IDOT form BLR 05611
6. Construction Structural Reports via IDOT forms
7. Grant reports and other documentation as required

**4.0 PROVISIONS BY THE CITY OF PEORIA**
The City of Peoria will provide the following information to the selected team:

1. PDF format of Approved Plans and Specifications, including any potential Addenda
2. Designation of a person from the engineering staff to act as the City’s project manager with respect to the two-way flow of information and for the purposes of having direct access to staff’s knowledge base. Such person shall have the authority to transmit instructions, receive information, interpret and define existing City policy and decisions with respect to materials, equipment, and systems pertinent to the consultant services. However, the concurrence and authorization to begin any and all phases of this project shall reside with the City Engineer. The City of Peoria will require an evaluation of the consultant’s work at the end of the project. This report will be maintained by the City. The City of Peoria shall follow IDOT’s requirements, and the required submission of BLRS Form 05613 to the IDOT district at close-out along with the final invoice.
3. ICORS Base file with Prime Contractor, Items, Quantities and Values checked
4. Pay Estimates after consultant submits .est files to the City

**5.0 PROJECT DURATION**
It is anticipated that, after a team is selected, the construction engineering process will start in early April 2018 and be completed by fall 2019. Specific timelines will be mutually agreed upon between the selected team and the City.
**6.0 INVOICES AND PAYMENT**

The selected team shall submit invoices at the end of each calendar month; such statements shall be inclusive of a detailed breakdown of all charges incurred. The team lead shall review and approve any such invoice. The invoice detail shall indicate the personnel name, title, rate of pay, hours charged per day, and task worked. All direct costs and subconsultants/vendor participation shall be itemized. Multipliers will be clearly indicated and applied to total man-hours summated for the period. Invoices shall be based upon actual hours of performance.

The City of Peoria shall require that the City Engineer review and approve any federally funded invoices, prior to payment, and to submit to IDOT for payment.

**7.0 CRITICAL DATES**

Selection will be made according to the following table:

<table>
<thead>
<tr>
<th>Event Description</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>RFQs advertised in newspaper</td>
<td>JAN 12 &amp; 15, 2018</td>
</tr>
<tr>
<td>Due date for Statement of Interest and Qualifications at 10:00 AM</td>
<td>FEB 2, 2018</td>
</tr>
<tr>
<td>Selection Committee ranks submittals</td>
<td>FEB 7, 2018</td>
</tr>
<tr>
<td>Committee informs highest ranked team and begins negotiations</td>
<td>FEB 8, 2018</td>
</tr>
<tr>
<td>Contract submitted to Council Agenda process</td>
<td>FEB 16, 2018</td>
</tr>
<tr>
<td>City Council Meeting at which Contract is Recommended for Approval</td>
<td>FEB 27, 2018</td>
</tr>
</tbody>
</table>

**8.0 EVALUATIONS OF QUALIFICATIONS**

Respondents are to submit a written Statement of Interest and Qualification which presents the team's qualifications and understanding of the work to be performed. Selection criteria will include qualifications, comparable recent experience, utilization of local presence, knowledge of local and state requirements, policies and procedures, implementation of DBE participation, capacity to perform work in the allotted time, and overall approach to the project. Respondents interested in submitting should have recent specific experience with this type of project.

The submission should include:

1. Name, size and brief description of the firm/team, including the same information for any proposed subconsultants. If subconsultants are anticipated, describe the role proposed for each firm or consultant involved in the project, and the approximate percentage of work assigned to each.
2. Location of offices for the firm and for proposed subconsultants and vendors, and the office location responsible for managing the project.
3. Name, address, and phone number of a contact person responsible for and knowledgeable of the submittal.
4. Resumes of key personnel anticipated being available for this project, including an organizational chart showing their proposed role on the project and team affiliation (if more than one team is involved).
5. Descriptions of related project experience and client name for each project for each team or subconsultant proposed for this project.
6. Names and contact information of at least three (3) references from previous clients on similar projects.
7. A brief summary of any specialized experience, qualifications, or unique capabilities applicable to this project that you feel is important to the success of the project (please review the selection criteria included in this document).
8. IDOT Form BDE DISC 2 Template, adjusted for City of Peoria
Offerors will need to address each of the evaluation criteria set forth in Section 9 carefully and thoroughly, as all submittals will be ranked on a point value system, per Section 10. The evaluation will be based upon a head-to-head comparison with the other teams submitting.

The selection will be on the basis of the following:

1. Scored Statement of Interest and Qualifications.
2. The City will not conduct interviews.

**8.1 SUBMITTAL FORMAT**

The submittal should be as concise as possible. Additional, promotional information should be avoided. See the page limits listed below. One page equals one side of a sheet of paper. Five (5) hard copies and one (1) electronic copy of the submittal will be required.

**9.0 CRITERIA FOR EVALUATION**

A) Technical Qualifications (2-page maximum per firm, not including resumes):
   a. Qualifications of the team and its leader
   b. Qualifications of individuals to be assigned to the project
   c. Qualifications of the Resident Engineer
   d. Quality Control Procedures

B) Quality and Experience on Similar Projects (2-page maximum per firm):
   a. Quality of recent projects of similar size and scope
   b. Ability to meet schedule and budget on similar projects
   c. Reputation and positive references

C) Specialized Expertise (1-page maximum per team)
   a. Structural and Geotechnical Construction Inspection Expertise
   b. Resident Engineer Experience with IDOT Construction and other IDOT Divisions
   c. Green Infrastructure Experience

D) Staffing and Workload (2-page maximum per team):
   a. Staff Capabilities (Prime/Sub)
   b. Workload Capacity and ability to provide range of personnel for tasks

E) Other (1-page maximum per team):
   a. Local office presence to enhance quality and efficiency (Prime and sub consultants)
   a. Participation of Qualified and Certified DBE Prime and/or subconsultants

**10.0 SELECTION PROCEDURE**

Each criterion in the evaluation will be ranked on a scale of 0 to 10, where 10 equals the highest ranking of submittals received. A rank of 10 for any criterion indicates the most qualified team for that criterion. Each numerical ranking will be multiplied by the weighted value below. A total point value for each submittal will be determined by the composite evaluation of the greater-than-three-person Selection Committee, each providing his/her independent scores. Individual scores will be averaged for a committee score. The team with the highest overall point total will be ranked first.
### Criteria

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Weight</th>
<th>Rank</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Technical Qualification</td>
<td>30</td>
<td>10</td>
<td>300</td>
</tr>
<tr>
<td>Quality and Experience on Similar Projects</td>
<td>30</td>
<td>10</td>
<td>300</td>
</tr>
<tr>
<td>Specialized Expertise</td>
<td>10</td>
<td>10</td>
<td>100</td>
</tr>
<tr>
<td>Staffing and Workload</td>
<td>20</td>
<td>10</td>
<td>200</td>
</tr>
<tr>
<td>Local Presence and DBE Commitment*</td>
<td>10</td>
<td>10</td>
<td>100</td>
</tr>
</tbody>
</table>

Total Maximum Points** 1,000

**NOTE:** * - Local Presence and DBE utilization combined cannot exceed 10% of the overall selection of Federal QBS. Therefore, these will be split evenly, earning a weight of 5 apiece.

** - Total Maximum Points Possible assumes that a team receives a best rank of 10 on all criteria. Ranks range from 0 points to 10 points, the zero can be applied if the Consultant’s Proposal omits a section.

The City of Peoria will not interview for this Project.

The Selection Committee will determine the best qualified team by consensus. The City reserves the right to waive technicalities and to reject any or all Statements of Interest and Qualifications, with concurrence from IDOT.

The City Engineer shall institute negotiations with the best-qualified firm per committee consensus. The firm shall provide fee structure, multipliers, staffing, direct and indirect costs in a competitive manner at the negotiation of the contract.

The City Engineer shall submit the proposed contract, with negotiated rates, to the Peoria City Council for the Contract Award. If needed, a resolution may be required to appropriate necessary funding beyond the Major Bridge Funding for Construction Engineering.

11.0 **SUBCONSULTANT UTILIZATION**

The City of Peoria is committed to promoting equal opportunity and has established the following sub-consultant utilization goals for Federally funded projects: 10% DBE. The selected team will have an obligation to make a good faith effort to advance the commitment to increase diversity among the respondents.

12.0 **EMPLOYEE/EMPLOYMENT RESTRICTIONS- THE CONSULTANT:**

**THE CONSULTANT,** (hereinafter referred to as “SERVICE PROVIDER”) agrees, as a condition of accepting this contract with the City of Peoria, that, for a period of one (1) year following completion of this contract, it shall be prohibited from hiring, directly or indirectly, any City employee or official who was involved, directly or indirectly in: (1) the selection and/or recommendation to select the SERVICE PROVIDER for performance of this contract; (2) coordinating the efforts of the SERVICE PROVIDER in the consummation or completion of this contract; or (3) monitoring or determining the performance of the SERVICE PROVIDER. The SERVICE PROVIDER further acknowledges and agrees that, upon the City’s determination that a violation of this provision has occurred, the penalty imposed, at the sole discretion of the City, may include one or more of the following: (1) cancellation of any other contract(s) between the City of Peoria and the SERVICE PROVIDER; (2) disqualification of the SERVICE PROVIDER from bidding or being awarded future contracts with the City of Peoria for a period of two [2] years; and/or (3) payment of liquidated damages to the City of Peoria in the amount of TWENTY FIVE THOUSAND DOLLARS ($25,000.00).
12.1 CONFLICT OF INTEREST
The City of Peoria procedures require consultants to submit a disclosure statement with their Proposal. Modified Form BDE DISC 2 Template shall be returned with the proposal. See this notice’s late-page attachments.

12.2 SUSPENSION AND DEBARMENT
The City of Peoria’s procedures require verification of suspension and debarment actions to ensure the eligibility of firms short-listed and selected for projects. The City uses the SAM Exclusions, IDOT’s CPO’s website and the three other state CPO’s websites to verify suspensions and debarments.

13.0 OMISSION OF SCOPE
Please indicate if you believe a major item(s) is (are) missing from scope of services outlined in RFQ.

14.0 QUESTIONS
A site visit to the project area is strongly recommended. All information with regard to the project is contained within the contents of this request. Questions or comments regarding the request or the process related to the request should be submitted via email to the City Engineer Bill Lewis, BLewis@peoriagov.org.
CONSULTANT’S DISCLOSURE STATEMENT

FTB #: __________________________
Firm Name: __________________________

RETURN WITH STATEMENT OF INTEREST

DISCLOSURES

A. The disclosures hereinafter made by the firm are each a material representation of fact upon which reliance is placed should the Department City of Peoria enter into the contract with the firm. The firm further certifies that the Department has received the disclosure forms for each statement of interest.

The IDOT Chief Procurement Officer (CPO) City of Peoria may void the offer or contract if it is later determined that the firm of subconsultant rendered a false or erroneous disclosure. A consultant or subconsultant may be suspended or debarred for violations or the Procurement Code. If a false certification is made by the subconsultant, then the consultant’s submitted offer and the executed contract may not be declared void, unless the consultant refuses to terminate the subcontract upon the State’s request after a finding that the subconsultant’s certification was false.

B. Financial Interests and Conflicts of Interest

1. Section 50-35 of the Illinois Procurement Code provides that all offers of more than $50,000 and all subconsultant agreements with an annual value of more than 50,000 shall be accompanied by disclosure of the financial interests of the firm. This disclosed information for the successful firm will be maintained as public information, subject to release by request pursuant to the Freedom of Information Act, filed with the Procurement Policy Board, and shall be incorporated as a material term of the contract. Furthermore, pursuant to Section 5-5, the Procurement Policy Board may review a proposal, bid, or contract and issue a recommendation to void a contract or reject a proposal or bid based on any violation of the Procurement Code or the existence of a conflict of interest as provided in subsections (b) and (d) of Section 50-35.

The financial interests to be disclosed shall include any ownership or distributive income share that is in excess of 5%, or an amount greater than 60% of the annual salary of the Governor, of the offering entity or its parent entity, whichever is less, unless the firm is a publicly traded entity subject to Federal 10K reporting, in which case it may submit its 10K disclosure in place of the prescribed disclosure. If a firm is a privately held entity that is exempt from Federal 10K reporting, but has more than 100 shareholders, it may submit the information that Federal 10K companies are required to report, and list the names of any person or entity holding any ownership share that is in excess of 5%. The disclosure shall include the names, addresses, and dollar or proportionate share of ownership of each person making the disclosure, their instrument of ownership or beneficial relationship, and notice of any potential conflict of interest resulting from the current ownership or beneficial interest of each person making the disclosure having any of the relationships identified in Section 50-35 and on the disclosure form. The current annual salary of the Governor is $177,412.00.

In addition, all disclosures shall indicate any other current or pending contracts, proposals, leases, or other ongoing procurement relationships the offering entity has with any other unit of City of Peoria state government and shall clearly identify the unit and the contract, proposal, lease, or other relationship.

2. Disclosure Forms. Disclosure Form A is attached for use concerning the individuals meeting the above ownership or distributive share requirements. Subject individuals should be covered each by one form. In addition, a second form (Disclosure Form B) provides for the disclosure of current or pending procurement relationships with other (non-IDOT) Local state agencies and a total ownership certification. The forms must be included with each statement of interest.

C. Disclosure Form Instructions

Form A: Instructions for Financial Information & Potential Conflicts of Interest

If the firm is a publicly traded entity subject to Federal 10K reporting, the 10K Report may be submitted to meet the requirements of Form A. If a firm is a privately held entity that is exempt from Federal 10K reporting, but has more than 100 shareholders, it may submit the information that Federal 10K companies are required to report, and list the names of any person or entity holding any ownership share that is in excess of 5%. If a firm is not subject to Federal 10K reporting, the firm must determine if any individuals are required by law to complete a financial disclosure form. To do this, the firm should answer each of the following questions. A “Yes” answer indicates Form A must be completed. If the answer to each of the following questions is “No”, then the NOT APPLICABLE STATEMENT on Form A must be signed and dated by a person that is authorized to execute contracts for the offering firm. Note: These questions are for assistance only and are not required to be completed.

1. Does anyone in your organization have a direct or beneficial ownership share of greater than 5% of the offering entity or parent entity?
   YES □ NO □
2. Does anyone in your organization have a direct or beneficial ownership share of less than 5%, but which has a value greater than 60% of the annual salary of the Governor? YES □ NO □

3. Does anyone in your organization receive more than 60% of the annual salary of the Governor of the offering entity’s or parent entity’s distributive income? YES □ NO □

   (Note: Distributive income is, for these purposes, any type of distribution of profits. An annual salary is not distributive income.)

4. Does anyone in your organization receive greater than 5% of the offering entity’s or parent entity’s total distributive income, but which is less than 60% of the annual salary of the Governor? YES □ NO □

   (Note: Only one set of forms needs to be completed per person per statement of interest even if a specific individual would require a “Yes” answer to more than one question.)

A “Yes” answer to any of these questions requires the completion of Form A. The firm must determine each individual in the offering entity or the offering entity’s parent company that would cause the questions to be answered “Yes”. Each form must be signed and dated by a person that is authorized to execute contracts for your organization. **Photocopied or stamped signatures are not acceptable.** The person signing can be, but does not have to be, the person for which the form is being completed. The firm is responsible for the accuracy of any information provided.

If the answer to each of the above questions is “No”, then the **NOT APPLICABLE STATEMENT** of Form A must be signed and dated by a person that is authorized to execute contracts for your company.

**RETURN WITH STATEMENT OF INTEREST**

**Form B: Instructions for Identifying Other Contracts & Procurement Related Information**

Disclosure Form B must be completed for each statement of interest submitted by the offering entity. **Note: Checking the NOT APPLICABLE STATEMENT on Form A does not allow the firm to ignore Form B. Form B must be completed, checked, and dated or the firm may be considered nonresponsive and the statement of interest will not be accepted.**

The firm shall identify, by checking “Yes” or “No” on Form B, whether it has any pending contracts (including leases), statements of interest, bids, proposals, or other ongoing procurement relationship with any other (non-IDOT) **Local state of Illinois** agency. If “No” is checked, the firm only needs to complete the check box on the bottom of Form B. If “Yes” is checked, the firm must identify each such relationship by listing the **City of Peoria state of Illinois** agency name and other descriptive information such as project number, title, contract, etc.
RETURN WITH STATEMENT OF INTEREST

ILLINOIS DEPARTMENT OF TRANSPORTATION
CITY OF PEORIA

Form A
Financial Information & Potential Conflicts of Interest Disclosure

<table>
<thead>
<tr>
<th>Contractor Name</th>
<th>Legal Address</th>
<th>City, State, Zip</th>
</tr>
</thead>
<tbody>
<tr>
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Telephone Number | Email Address | Fax Number (if available) |
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Disclosure of the information contained in this form is required by Section 50-35 of the Illinois Procurement Code (30 ILCS 500). Vendors desiring to enter into a contract with the City of Peoria state of Illinois must disclose the financial information and potential conflict of interest information as specified in this Disclosure Form. This information shall become part of the publicly available contract file. This Form A must be completed for statements of interest in excess of $50,000, and for all open-ended contracts. This Form A must also be completed for subconsultant agreements with an annual value of more than $50,000 from subconsultants identified in Section 20-120 of the Illinois Procurement Code and all open-ended subconsultant agreements. A publicly traded company may submit a 10K disclosure (or equivalent if applicable) in satisfaction of the requirements set forth in Form A. See Disclosure Form Instructions. The current salary of the Governor is $177,412.00.

DISCLOSURE OF FINANCIAL INFORMATION

1. Disclosure of Financial Information. The individual named below has an interest in the FIRM (or its parent) in terms of ownership or distributive income share in excess of 5%, or an interest which has a value of more than 60% of the annual salary of the Governor. (Make copies of this form as necessary and attach a separate Disclosure Form A for each individual meeting these requirements.)

FOR INDIVIDUAL (type or print information)

<table>
<thead>
<tr>
<th>NAME:</th>
<th>ADDRESS:</th>
</tr>
</thead>
<tbody>
<tr>
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</tbody>
</table>

Type of ownership/distributable income share:

Stock ☐ Sole Proprietorship ☐ Partnership ☐ Other ☐ (explain on separate sheet):

% or $ value of ownership/distributable income share: ________________________________

2. Disclosure of Potential Conflicts of Interest. Check “Yes” or “No” to indicate which, if any, of the following potential conflict of interest relationships apply. If the answer to any question is “Yes”, please attach additional pages and describe.

(a) State City of Peoria employment, currently or in the previous three years, including contractual employment of services. Yes ☐ No ☐

If your answer is yes, please answer each of the following questions.

1) Are you currently an officer or employee of either the Capitol Development Board or the Illinois State Toll Highway Authority? The City of Peoria? Yes ☐ No ☐

2) Are you currently appointed to or employed by the City of Peoria any agency of the state of Illinois? If you are currently appointed to or employed by the City any agency of the state of Illinois, and your annual salary exceeds 60% of the annual salary of the Governor, provide the name of the City state agency for which you are employed and your annual salary: ________________________________
RETURN WITH STATEMENT OF INTEREST

3) If you are currently appointed to or employed by the City of Peoria any agency of the state of Illinois, and your annual salary exceeds 60% of the annual salary of the Governor, are you entitled to receive (i) more than 7-1/2% of the total distributable income of your firm, partnership, association or corporation, or (ii) an amount in excess of the salary of the Governor?  

   Yes □  No □

4) If you are currently appointed to or employed by the City of Peoria any agency of the state of Illinois, and your annual salary exceeds 60% of the annual salary of the Governor, are you and your spouse or minor children entitled to receive (i) more than 15% in the aggregate of the total distributable income of your firm, partnership, association or corporation, or (ii) an amount in excess of two times the salary of the Governor?  

   Yes □  No □

(b) State City of Peoria employment of spouse, father, mother, son, or daughter, including contractual employment services in the previous two years?  

   Yes □  No □

If your answer is yes, please answer each of the following questions.

1) Is your spouse or any minor children currently an officer or employee of the Capitol Development Board or the Illinois State Toll Highway Authority?  

   City of Peoria?  

   Yes □  No □

2) Is your spouse or any minor children currently appointed to or employed by the City of Peoria any agency of the state of Illinois? If your spouse or minor children is/are currently appointed to or employed by the City agency of the state of Illinois, and his/her annual salary exceeds 60% of the annual salary of the Governor, provide the name of your spouse and/or minor children, the name of the state City agency for which he/she is employed and his/her annual salary.

   

3) If your spouse or any minor children is/are currently appointed to or employed by the City of Peoria any agency of the state of Illinois, and his/her annual salary exceeds 60% of the annual salary of the Governor, are you entitled to receive (i) more than 7-1/2% of the total distributable income of your firm, partnership, association or corporation, or (ii) an amount in excess of 100% of the annual salary of the Governor?  

   Yes □  No □

4) If your spouse or any minor children are currently appointed to or employed by the City of Peoria any agency of the state of Illinois, and his/her annual salary exceeds 60% of the annual salary of the Governor, are you and your spouse or minor children entitled to receive (i) more than 15% in the aggregate of the total distributable income of your firm, partnership, association or corporation, or (ii) an amount in excess of two times the salary of the Governor?  

   Yes □  No □

(c) Elective status; the holding of elective office of the state of Illinois, the government of the United States, any unit of local government authorized by the Constitution of the state of Illinois or the statutes of the state of Illinois currently or in the previous three years?  

   Yes □  No □

(d) Relationship to anyone holding elective office currently or in the previous two years; spouse, father, mother, son or daughter?  

   Yes □  No □

(e) Appointive office; the holding of any appointive government office of the state of Illinois, the United States of America, or any unit of local government authorized by the Constitution of the state of Illinois or the statutes of the state of Illinois, which office entitles the holder to compensation in excess of the expenses incurred in the discharge of that office currently or in the previous three years?  

   Yes □  No □

(f) Relationship to anyone holding appointive office currently or in the previous two years; spouse, father, mother, son or daughter?  

   Yes □  No □

(g) Employment, currently or in the previous three years, as or by any registered lobbyist of the state City of Peoria government?  

   Yes □  No □

(h) Relationship to anyone who is or was a registered lobbyist in the previous two years; spouse, father, mother, son, or daughter?  

   Yes □  No □
RETURN WITH STATEMENT OF INTEREST

(i) Compensated employment, currently or in the previous three years, by any registered election or re-election committee registered with the Secretary of State or any county clerk of the state of Illinois, or any political action committee registered with either the Secretary of State or the Federal Board of Elections?

Yes ☐ No ☐

(j) Relationship to anyone; spouse, father, mother, son, or daughter; who was a compensated employee in the last two years by any registered election or re-election committee registered with the Secretary of State or any county clerk of the state of Illinois, or any political action committee registered with either the Secretary of State or the Federal Board of Elections?

Yes ☐ No ☐

3. Communication Disclosure. Disclose the name and address of each lobbyist and other agent of the firm or offeror who is not identified in Section 2 of this form, who has communicated, is communicating, or may communicate, with any state officer or employee concerning the statement of interest, bid or offer. This disclosure is a continuing obligation and must be promptly supplemented for accuracy throughout the process and throughout the term of the contract. If no person is identified, enter “None” on the line below:

Name and address of person(s):

4. Suspension or Debarment Disclosure. For each of the persons identified under Sections 2 and 3 of this form, disclose whether any of the following has occurred within the previous 10 years: suspension or debarment from contracting with any governmental entity; professional licensure discipline; bankruptcies; adverse civil judgments and administrative findings; and criminal felony convictions. This disclosure is a continuing obligation and must be promptly supplemented for accuracy throughout the procurement process and term of the contract, if the bid or offer is successful. If no person is identified, enter “None” on the line below:

Name of person(s):

Nature of disclosure:

APPLICABLE STATEMENT

This Disclosure Form A is submitted on behalf of the INDIVIDUAL named on previous page. Under penalty of perjury, I certify the contents of this disclosure to be true and accurate to the best of my knowledge.

Completed by: ☐

Signature of Individual or Authorized Officer ____________________________ Date ______________

NOT APPLICABLE STATEMENT

Under penalty of perjury, I have determined that no individuals associated with this organization meet the criteria that would require the completion of this Form A.

This Disclosure Form A is submitted on behalf of the FIRM listed on the previous page.

☐ ____________________________ Date ______________

Signature of Authorized Officer

The firm has a continuing obligation to supplement these disclosures under Sec. 50-35 of the Procurement Code.
### DISCLOSURE OF OTHER CONTRACTS AND PROCUREMENT RELATED INFORMATION

1. **Identifying Other Contracts & Procurement Related Information.** The firm shall identify whether it has any pending contracts (including leases), statements of interest, bids, proposals, or other ongoing procurement relationship with the City of Peoria or any other state of Illinois agency:

   - [ ] Yes
   - [ ] No

   If "No" is checked, the firm only needs to complete the signature box on the bottom of this page.

2. If “Yes” is checked, identify each such relationship by showing City of Peoria or state of Illinois agency name and other descriptive information such as PTB or project number (attach additional pages as necessary). SEE DISCLOSURE FORM INSTRUCTIONS.

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### OWNERSHIP CERTIFICATION

Please certify that the following statement is true if the individuals for all submitted Form A disclosures do not total 100% of ownership.

Any remaining ownership interest is held by individuals receiving less than $106,447.20 of the bidding entity’s or parent entity’s distributive income or holding less than a 5% ownership interest.

- [ ] Yes
- [ ] No
- [ ] N/A (Form A disclosure(s) established 100% ownership)