

LEGAL NOTICE
NOTICE OF REQUEST FOR QUALIFICATIONS (RFQ):

CONSULTING SERVICES
WATER COMPANY BUYOUT EVALUATION
PEORIA, ILLINOIS

STATEMENTS DUE: THURSDAY MAY 18, 2023 AT 3:00 PM

The City of Peoria invites qualified consulting firms to submit their Statements of Interest and Qualifications to assist the city in evaluating the policy considerations that need to be examined if the city should exercise its right to purchase the water company.

The City of Peoria's Engineering Division will accept sealed proposals submitted to the Office of the City Engineer, Public Works Building, 3505 Dries Lane, Peoria, Illinois, 61604, until **3:00pm Thursday May 18, 2023** for establishing a contract with qualifying firms.

The City's intention is to award a contract for these services to the best-qualified firm. Each firm 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 firm. The negotiations will be to establish a detailed scope of services and total cost for services. Should the top-ranked firm 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 and so on until a successful agreement is reached.

The Request for Proposal document can be downloaded at <https://www.peoriagov.org/390/Bidding-Letting>. Submittal firms should submit **three (3) hard copies** of an original proposal **and one (1) electronic** copy of a Statement of Interest and Qualifications.

All firms contracting with the City of Peoria must have current certification through the City's Equal Opportunity Office. Compliance with the Illinois Prevailing Wage Act is required under this contract. The City of Peoria reserves the right to reject any or all proposals, to waive technicalities and informalities in accordance with the Statute.

CITY OF PEORIA
Andrea Klopfenstein, City Engineer



CITY OF PEORIA

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The City of Peoria invites qualified consulting firms to submit their Statements of Interest and Qualifications to assist the city in evaluating the policy considerations that need to be examined if the city should exercise its right to purchase the water company.

For the purpose of this RFQ “City” means the City of Peoria and “Firm” means the consulting firm or individual submitting a response to this RFQ. Qualified Firms shall provide services based on the project scope and submittal requirements sections provided below.

The City of Peoria’s Engineering Division will accept sealed proposals submitted to the Office of the City Engineer, Public Works Building, 3505 Dries Lane, Peoria, Illinois, 61604, until **3:00 PM Thursday May 18, 2023** for establishing a contract with the qualifying firm.

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 and returned unopened. Firms are responsible for ensuring that a Public Works Administrative Assistant receives their Statements before the deadline indicated. Firms should submit **Three (3) hard copies and one (1) electronic copy** of a Statement of Interest and Qualifications.

1.0 INTRODUCTION

In 1889, the City of Peoria entered into an agreement to sell its water utility to a private company, which is now Illinois American Water Company (IAWC). That agreement was amended in 1904. The Agreement provides an option that allows the city to repurchase the utility once every five years. This option will be before the City Council again in 2023; the deadline for final decision is May 4, 2024. Per the Agreement, the city must give IAWC notice of its intent to consider purchasing the utility no later than six months prior to the anniversary of the Agreement, or November 3, 2023.

According to the 1889 Agreement and subsequent amendments, when the City desires to exercise its right to purchase the waterworks, it must do so by approving a resolution to that effect no later than six months before the expiration of every 5 years (started with expiration of 10 years) from the date of passage, May 4, 1889. Hence, November 4th in the year preceding the expiration date.

The City’s intention is to award a contract for these services to the best-qualified firm. Each firm 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 firm. The negotiations will be to establish a detailed scope of services and total cost for services. Should the top-ranked firm 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 and so on until a successful agreement is reached.

This process does not obligate the City to award a contract, or pay any cost incurred in the preparation of the firms 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

2.1 PROJECT NEED, PURPOSE AND OBJECTIVE

The agreement with IAWC provides an option that allows the city to repurchase the utility once every five years. The city must give IAWC notice of its intent to consider purchasing the utility no later than six months prior to the anniversary of the Agreement, or November 3, 2023. The purpose of this project is for the city to award a contract with a firm that will evaluate the water company and make recommendations to the city regarding the buyout of the water company.

2.2 PROJECT COMPONENTS

2.2.1 GENERAL SCOPE OF SERVICES

The scope of services sought by the City of Peoria shall include:

- A. Develop policy, economics, control, operations, and engineering considerations of owning a water system.
 - 1. Review background information of the franchise agreement and develop policy detailing the steps and timeline of a water system buyout.
 - 2. Review economic considerations and the impacts to control of the water system under a buyout scenario, which may include:
 - 3. Determine and develop operations, engineering, regulatory, and staffing considerations of purchasing the water utility.
- B. Develop buyout process financial considerations – cost to perform valuation and range of cost to purchase.
 - 1. Develop the process of a water system buyout and related considerations, requirements, and preparation needed. This may involve:
 - 2. Provide anticipated range of costs for professional service.
- C. Final Presentation for City Council.
 - 1. Presentation of the final deliverable and clarify any follow up questions from the City Council.

2.2.2 MEETINGS, PRESENTATIONS, PUBLIC INVOLVEMENT, AND REPORTS

An initial kick off meeting, monthly status reports detailing progress and key milestones is required with City Staff and Council. A final presentation at the City Council Meeting is also required. Public meetings to discuss the project with the public may be required. The selected firm will be required to prepare meeting invitations, exhibits, feedback surveys, PowerPoint presentation and other presentation materials.

2.2.3 DELIVERABLE PRODUCTS

The selected firms 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. Draft Report
- 2. Final report
- 3. Final Presentation for City Council

2.2.4 PROVISIONS BY THE CITY OF PEORIA

The City of Peoria will provide the following information to the selected firm:

- 1. ROW information available through the City of Peoria records including recent acquisitions.
- 2. Current GIS information
- 3. 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.

LOCATION OF PROJECT

This project is located entirely within the limits of the City of Peoria.

2.3 PROJECT SCHEDULE

Selection will be made according to the following schedule:

RFQs advertised in newspaper.....	May 4 and May 5
Due date for Statement of Interest and Qualifications at 3:00PM	May 18, 2023
Committee informs highest ranked team and begins negotiations.....	May 24, 2022
Contract submitted to Council Agenda process	May 31, 2023
City Council Meeting at which Contract is Recommended for Approval.....	June 13, 2023
Final Report Submittal Due.....	October 3, 2023

2.4 PROJECT DURATION

It is anticipated that, after a firm is selected, the final report will be completed by September 2023 so that the project can be presented to council in the October 10, 2023 Council Meeting. Specific timelines will be mutually agreed upon between the selected firm and the City.

3.0 PUBLIC NOTICE

The notice of Public Advertisement for consulting services will appear in the local Peoria Journal Star newspaper, posted to the City of Peoria's Webpage (www.peoriagov.org), and/or posted to the City of Peoria's e-alerts notification system on both May 4, 2023 and May 5, 2023. The advertisement will allow 14 calendar days' notice until all proposals are due on Thursday May 17, 2023.

4.0 CONFLICT OF INTEREST

Submit a disclosure statement with the response. The disclosure statement shall be the IDOT BDE DISC 2 TEMPLATE modified for the City of Peoria. (SEE ATTACHED)

5.0 SUSPENSION AND DEBARMENT

The City uses the SAM Exclusions, IDOT's CPO's website and the three other state CPO's websites to verify suspensions and debarments. Submittals will be returned without being evaluated for vendors that are suspended or disbarred.

6.0 SUBMITTAL OF QUALIFICATIONS

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

The submission should include:

1. A cover letter that includes:
Name, address, and phone number of a contact person responsible for and knowledgeable of the Submittal.
2. Written response addressing each of the evaluation criteria listed in Section 7.0
3. Consultant 's Disclosure Statement Form attached to this solicitation.
4. Current EEO Number or copy of completed Employer Report Form CC-1. (See section 11.0 EEO for more information)

Firms will need to address each of the criteria set forth in section 7.0 carefully and thoroughly, as all submittals will be ranked on a point value system. The evaluation will be based upon a head-to-head comparison with the other firms submitting.

An individual authorized by the engineering firm to bind the offer MUST sign any submittal. All submittals without a signature will be deemed non-responsive and will not be acceptable. The City of Peoria reserves the right to reject any or all submittals.

Fee structures shall not be submitted with this Request for Qualifications but will be subject to Negotiation with top-selected firms.

All provisions of this Request for Qualifications shall also follow IDOT Bureau of Local Roads and Streets (BLRS) policies and procedures, where applicable.

6.1 SUBMITTAL FORMAT

The submittal should be as concise as possible. Limit submittals to a maximum of eight (8) pages, not including personnel resumes or cover letter. Additional, promotional information should be avoided. The name of the firm and the location of the office that will have responsibility for the contract is required. **Three (3) hard copies and one (1) electronic copy of the submittal will be required.**

7.0 EVALUATION CRITERIA

A. Technical Approach (30)

- A. Approach to planning, organizing and management of the project(s) including tracking of schedules and budgets
- B. Ability to be innovative and self-sufficient in completing tasks
- C. Communication Plan

B. Firm Experience (25)

1. Name, size and brief description of the firm and office overseeing the project, including the same information for any proposed sub-consultants.
2. Qualification and experience of the firm and subconsultants (if any)
3. If subconsultants are anticipated, describe the role proposed for each firm or subconsultant involved and the approximate percentage of work assigned
4. Firm's experience providing services to municipalities.
5. Name and contact information of three applicable references from previous clients on similar work for the firm and subconsultant (if any)

C. Staff Capabilities (20)

1. Qualifications and experience of team members
2. Resumes of key personnel anticipated being assigned to the project(s)
3. An organizational chart showing the proposed role of staff on the projects and firm affiliation (if more than one firm is involved)

D. Workload Capacity (15)

1. Ability to provide resources for the project efficiently and effectively
2. Present and anticipated future commitments of key staff expected to be assigned to this project

E. Local Presence and DBE Goals (10)

1. Points under this criterion will be awarded to firms that propose to have a local office during the performance of this contract and commit to the DBE goals.

8.0 SELECTION PROCEDURE

Each criterion in the evaluation will be scored based on the maximum points listed below. A total point value for each submittal will be determined by the composite evaluation of the Selection Committee. The team with the highest overall point total will be ranked first.

<u>Criteria</u>	<u>Possible Points</u>
Technical Approach	30
Firm Experience	25
Staff Capabilities	20
Workload Capacity	15
Local Presence and DBE Goals	10
 Total Maximum Points	 100

The City of Peoria will interview the consulting firms if deemed necessary.

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

9.0 INVOICES AND PAYMENT

The firm shall submit invoices at the end of each calendar month; such statements shall be inclusive of a detailed breakdown of all charges incurred. The detail shall indicate the personnel name, title, rate of pay, hours charged, and task worked. All direct costs 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.

Invoices shall be accompanied by progress reports. The invoices will not be considered complete without a progress report and will be deemed unpayable. The progress report will be inclusive of rates of completion for all tasks scoped and for rates of completion for all deliverable products.

10.0 EEO

To be awarded a contract, all Suppliers, Vendors, and Contactors to the City of Peoria must be registered in the City of Peoria’s Contract Compliance Program and have a current EEO Certification number. This program is unrelated to any State and Federal program.

The number is secured by completing and submitting, under notary seal, an Employer report form CC-1 (with required sexual harassment policy attached) to the City’s Equal Opportunity Office. Please note that the Certificate of Compliance is valid for one year and must be annually renewed. The form may be requested on-line from the City’s website (www.peoriagov.org). Click on Department Focus, Equal Opportunity Office, Forms, then select “Employer Report” or “Renewal”. The forms can also be obtained by writing or calling:

City of Peoria
 Equal Opportunity Office
 419 Fulton Street
 Peoria, IL 61602
 (309) 494-8530 Voice
 eeo@peoriagov.org

In accordance with Chapter 17 of the Peoria Municipal Code, a fifty-dollar (**\$50.00**) processing fee will be charged with each original submission of the Employer Report Form CC-1 that results in an approved certificate as well as the Annual Renewal Application. The only exception to payment of the processing fee is neighborhood associations.

Although all vendors are encouraged to obtain Equal Employment Opportunity Certification, vendors do not need an Equal Opportunity Certification to respond to a submittal. The EEO Certification Number is only required prior to the award of the contract.

10.1 SUBCONSULTANT UTILIZATION

The selected firm will have an obligation to make a good faith effort to advance the City's commitment to increase diversity among the firms working on City projects.

11.0 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). *This does not apply to any City Employee involved in the 2011-12 reduction in force; nor does it apply to parties taking the Early Retirement Incentive offered by the City from November 1, 2011 through November 1, 2012. This section shall not apply to any City Employee involved in the 2018-2019 reduction in force, furlough or early retirement incentive offered by the city within 2018-2019. This section shall not apply to any City Employee involved in the 2020-2021 reduction in force, furlough or early retirement incentive offered by the city within 2020-2021.* **For more information see Ordinance Section 2-342 Procurement; revolving door prohibition.**

12.0 OMISSION OF SCOPE

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

13.0 QUESTIONS

A site visit to the project area is strongly recommended. All information regarding 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, Andrea Klopfenstein at AKlopfenstein@peoriagov.org.



Consultant's Disclosure Statement
RETURN WITH STATEMENT OF INTEREST

PTB #: _____

Form with fields: Consultant Name, Legal Address, City, State, Zip, Telephone Number, Email Address

The telephone number and email address supplied above must be a contact readily available if the City of Peoria Illinois Department of Transportation (IDOT) has questions.

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

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.

Prime Consultant's Responsibility

The City of Peoria IDOT Chief Procurement Officer (CPO) may void the offer or contract if it is later determined that the prime or subconsultant rendered a false or erroneous disclosure. A prime consultant or subconsultant may be suspended or debarred for violations of the Procurement Code.

Instructions

The following packet includes three sections that must be completed and returned with the Statement of Interest, or the firm may be considered nonresponsive and the Statement of Interest will not be accepted:

- 1. Qualifying Questions for Form A,
2. Form A: Financial Information & Potential Conflicts of Interest Disclosure, and
3. Form B: Other Contracts & Procurement-Related Information Disclosure.

Form A and Form B 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.

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.



Consultant's Disclosure Statement RETURN WITH STATEMENT OF INTEREST

Form A: Financial Information & Potential Conflicts of Interest Disclosure

Form A pertains to the individuals meeting the ownership or distributive share requirements as stated below.

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, **the current annual salary of the Governor is \$177,412.00.**
- If the firm is owned by an Employee Stock Ownership Plan (ESOP) please check the appropriate box on Form A and provide the % of ownership.
- If 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 the 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 this is true for your firm, check "Other" box on Form A and designate the firm is a 10K and supply the 10K documents as additional attachments within the disclosure.*
- 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.

A button is supplied on Form A called "Add another Form A", which once clicked will copy Form A. Click the button as many times as you need to identify individuals who meet the above criteria.

If your firm has over 50 pages of Form A's, please provide a summary of the disclosures at the end of Form B as an attachment.

Additionally, if your firm has an abundance of individuals with the same Form A information, you can fill out one (1) Form A and provide an attached listing of those individuals to save time.

Form B: Other Contracts & Procurement-Related Information Disclosure

The firm shall identify, by checking "Yes" or "No" on Form B any other current or pending contracts, proposals, leases, or other ongoing procurement relationships the offering entity has with the City of Peoria IDOT and any other unit of state government and shall clearly identify the unit and the contract, proposal, lease, or other relationships.

If "Yes" is checked, the firm must identify each such relationship by listing the State of Illinois agency name and other descriptive information such as project number, title, contract, etc.

If "No" is checked, the firm only needs to check the box, sign and date at the bottom of Form B.



Qualifying Questions for Form A

The following six questions must be answered in order to determine how Form A is to be completed. Answer all six questions before going on to Form A.

Ownership Certification

The following clarifies the ownership structure of your firm for IDOT's review.

Table with 3 columns: Question, Yes, No. Contains questions 1, 2, and a) regarding ownership structure.

Identifying Financial Information & Potential Conflicts of Interest

Table with 3 columns: Question, Yes, No. Contains questions 3, 4, 5, and 6 regarding financial information and conflicts of interest.

If the answer to questions 2 – 6 are "Yes", the completion of Form A is required, and the APPLICABLE STATEMENT must be signed and dated.

If the answer to questions 2 - 6 are "No", then the NOT APPLICABLE STATEMENT of Form A must be signed and dated.



Add another Form A

Consultant's Disclosure Statement
RETURN WITH STATEMENT OF INTEREST

Form A: Financial Information & Potential Conflicts of Interest Disclosure

Disclosure of the information contained in this form is required by Section 50-35 of the Illinois Procurement Code (30 ILCS 500). Firms 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.

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 that is in excess of 5%, or an interest which has a value of more than 60% of the annual salary of the Governor.

FOR INDIVIDUAL
Name:
Address:
Stock with % or \$ value of ownership/distributable income share:
Employee Stock Ownership Plan (ESOP):
Other (explain):

Disclosure of Potential Conflicts of Interest

Firm must 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 describe and attach additional pages if needed.

Table with 3 columns: Question, Yes, No. Contains questions 1 and 2 regarding City of Peoria State employment and spouse/family employment.



Consultant's Disclosure Statement RETURN WITH STATEMENT OF INTEREST

a) Is your spouse or any minor children currently an officer or employee of the City of Peoria Capital Development Board or the Illinois State Toll Highway Authority? <u>City of Peoria</u> ?	<input type="checkbox"/>	<input type="checkbox"/>
b) Is your spouse or any minor children currently appointed to or employed by the City of Peoria any agency of the State of Illinois? <u>City of Peoria</u> any 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 agency for which he/she is employed and his/her annual salary.	<input type="checkbox"/>	<input type="checkbox"/>
c) 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 ½% 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?	<input type="checkbox"/>	<input type="checkbox"/>
d) 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?	<input type="checkbox"/>	<input type="checkbox"/>
3. 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?	<input type="checkbox"/>	<input type="checkbox"/>
4. Relationship to anyone holding elective office currently or in the previous two years: spouse, father, mother, son or daughter?	<input type="checkbox"/>	<input type="checkbox"/>
5. 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?	<input type="checkbox"/>	<input type="checkbox"/>
6. Relationship to anyone holding appointive office currently or in the previous two years: spouse, father, mother, son or daughter?	<input type="checkbox"/>	<input type="checkbox"/>
7. Employment, currently or in the previous three years, as or by any registered lobbyist of the state government?	<input type="checkbox"/>	<input type="checkbox"/>
8. Relationship to anyone who is or was a registered lobbyist in the previous two years: spouse, father, mother, son, or daughter?	<input type="checkbox"/>	<input type="checkbox"/>
9. 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?	<input type="checkbox"/>	<input type="checkbox"/>
10. 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	<input type="checkbox"/>	<input type="checkbox"/>

Yes **No**



Consultant's Disclosure Statement
RETURN WITH STATEMENT OF INTEREST

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?

11. Communication Disclosure. Disclose the name and address of each lobbyist and other agent of the firm or offeror who is not identified in Form A, 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 your firm uses (lobbyist firm), lobbyists that were either hired to work on this specific SOI, bid or offer OR to assist your firm with this PTB, then answer Yes and indicate specifics, else please mark No.

Two empty checkboxes for Yes and No.

If yes, supply name and address of person(s) and firm name below and:

- a) Disclose all lobbyist costs, fees, compensation, reimbursements, or other remunerations paid, or to be paid related to this PTB Item.
b) Agree Consultant will not bill to the State any lobbyist costs, fees, compensation, reimbursements, or other remunerations.

Two horizontal lines for providing name and address.

12. Suspension or Debarment Disclosure. For each of the persons identified under Form A, 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 yes, supply information below:

Two empty checkboxes for Yes and No.

Name of person(s):
Nature and date of disclosure:

If the answers to questions 2 - 6 are "Yes" under "Qualifying Questions for Form A", check the box, sign and date below under "Applicable Statement":

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 Line] [Date Line]
Signature of Individual or Authorized Officer Date

If the answers to questions 2 - 6 are all "No", under "Qualifying Questions for Form A", check the box, sign and date below under "Not Applicable Statement":

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 first page.

Completed by: [Signature Line] [Date Line]
Signature of Individual or Authorized Officer Date

The firm has a continuing obligation to supplement these disclosures under Sec. 50-35 of the Procurement Code.

Form B: Other Contracts & Procurement-Related Information Disclosure

Disclosure of the information contained in this form is required by Section 50-35 of the Illinois Procurement Code (30 ILCS 500). This information shall become part of the publicly available contract file. This Form B must be completed for



Consultant's Disclosure Statement RETURN WITH STATEMENT OF INTEREST

Statements of Interest in excess of \$50,000, and for all open-ended contracts. This Form B must also be completed for subconsultant agreements with an annual value of more than \$50,000 from subconsultants identified in Section 20-120 in the Illinois Procurement Code and for all open-ended subconsultant agreements.

Disclosure of Other Contracts and Procurement-Related Information

Answer the following question.

	Yes	No
1. Does the firm have any pending contracts (including leases), statements of interest, bids, proposals, or other ongoing procurement relationship with <u>the City of Peoria</u> DOT or any other State of Illinois agency?	<input type="checkbox"/>	<input type="checkbox"/>

If your answer is "No", the firm only needs to complete the signature box and date on the bottom of this page.

If your answer is "Yes", identify each such relationship by showing the agency name, PTB/PSB if applicable, Project name and the role of your firm as either a Prime or Sub (attach additional pages as necessary).

AGENCY	PTB/PSB	PROJECT NAME	ROLE (PRIME/ SUB FIRM)

Add A Row

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

Completed by: _____ Date _____

Signature of Individual or Authorized Representative