

**CHICAGO PARK DISTRICT**

---

# **DISTRICTWIDE LAKEFRONT SHORELINE ASSESSMENT AND STRATEGIC ACTION PLAN**

Response to Request for Services

---

**SMITHGROUP**

September 25, 2019





RE: Request for Services for Districtwide  
Lakefront Shoreline Assessment and  
Strategic Action Plan, P-16015-066

**SARAH WHITE**

Department of Planning & Construction  
Chicago Park District  
541 North Fairbanks Court, 3rd Floor  
Chicago, Illinois 60611

September 25, 2019

Dear Sarah,

SmithGroup is pleased to submit our proposal for planning and design services for the Districtwide Lakefront Shoreline Assessment and Strategic Action Plan. We have assembled a highly qualified and experienced team to achieve the Chicago Park District's goals for this important assignment.

Our firm is a national leader in the field of waterfront planning with a storied history of innovative projects in Chicago, including over 50 years of lakefront planning. Our experience partnering with clients and communities gives us a deep understanding of the complex components required to engage water for both resource protection and placemaking benefits.

SmithGroup will serve as the prime consultant providing project leadership, coastal/shoreline engineering, landscape architecture and recreation, transportation and infrastructure engineering, and management of our subconsultants listed herein. We are proudly supported by Huff & Huff for ecology and natural resources, Muse for economics and social equity, AREA for economic analysis, Women and Drones for aerial and drone data, UrbanGIS for geospatial information management, GSG Consultants for environmental engineering, and Wang Engineering for geotechnical engineering.

In no other team will you find the depth of applied experience, on-the-ground knowledge, and the level of innovation needed to take on this important challenge. We have thoroughly reviewed the RFS and are committed to providing the requested services as outlined in this submittal. The project will be staffed by industry-leading practitioners committed to making this project a success. We hope you will recognize the unmatched skill, innovation, and dedication of our team and select the SmithGroup team for this assignment.

We would be happy to answer any questions you have regarding our team and qualifications, and we look forward to collaborating with you.

Sincerely,



Paul J. Wiese, PLA, ASLA, LEED AP  
Vice President  
SmithGroup  
312.641.6756  
paul.wiese@smithgroup.com



# TABLE OF CONTENTS

## SECTION A

---

<b>PROJECT UNDERSTANDING &amp; SCOPE OF SERVICES</b>	<b>08</b>
--	-----------

## SECTION B

---

<b>PROJECT TEAM</b>	<b>34</b>
---------------------	-----------

## SECTION C

---

<b>COST PROPOSAL/FEE SCHEDULE</b>	<b>50</b>
-----------------------------------	-----------

## SECTION D

---

<b>MBE &amp; WBE COMPLIANCE</b>	<b>54</b>
---------------------------------	-----------

## SECTION E

---

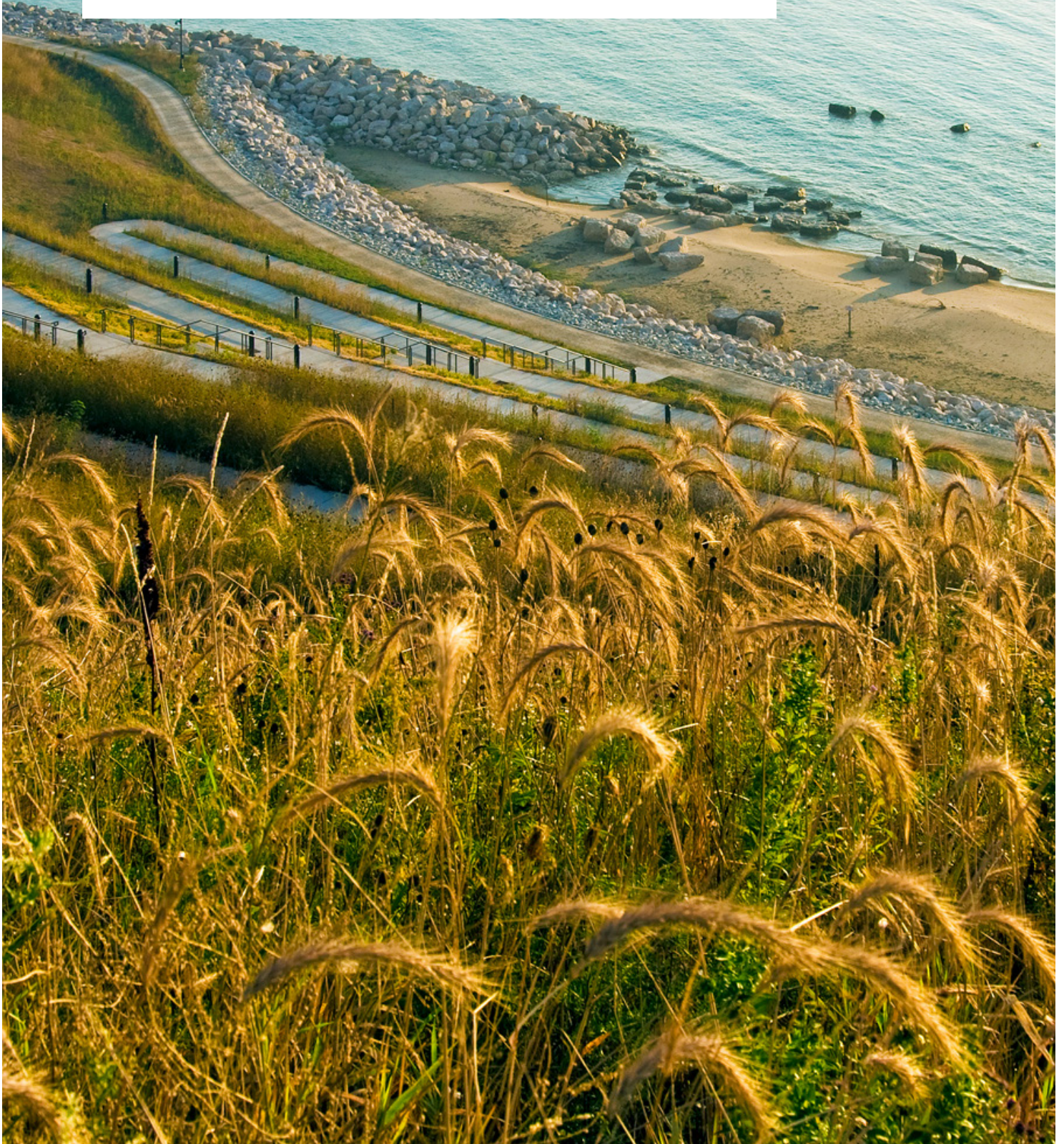
<b>INSURANCE REQUIREMENTS</b>	<b>76</b>
-------------------------------	-----------



**SECTION A**

---

# **PROJECT UNDERSTANDING & SCOPE OF SERVICES**



# PROTECTING OUR RESOURCES

## PROJECT UNDERSTANDING

Chicago's lakefront comprises approximately 26 miles of shoreline, 18 miles of recreational trails, and 29 beaches – the majority of which are owned, maintained and managed by the Chicago Park District (CPD). The Chicago shoreline has undergone decades of investment, degradation and renewal, resulting in a complex assortment of natural and man-made features. Recent historic high lake levels and the potential for repetitive severe storm damage present a unique set of risks.

CPD desires to develop a long-term, implementation-focused plan to help guide investment in lakefront repair, maintenance and increased resiliency, which can be leveraged for future partnerships with Federal, State and Local funding partners.

The most recent major rehabilitation efforts were a joint effort for reconstruction of 8 miles of shoreline protection features undertaken cooperatively by CPD, City of Chicago and US Army Corps of Engineers (USACE). As a result of successful planning and collaborative implementation, some of the higher risk portions of the Lakefront were addressed in a way that added significant parkland, allowed for the creation of new recreational opportunities and amenities, and provided the resiliency to create and enhance ecological resources. This transformative infrastructure investment exemplifies the success CPD is looking to replicate to other vulnerable sections of the Lakefront.

## How Do We Get There from Here?

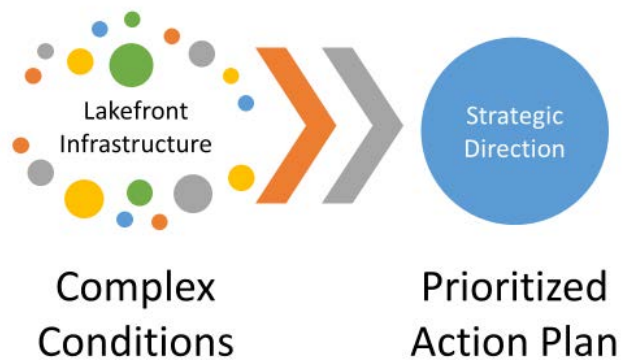


Figure 1. CPD seeks a long-term, implementation-focused plan to help guide investment in lakefront infrastructure.

## PROJECT APPROACH

Drawing on commonly used principles of infrastructure asset management, SmithGroup has developed an approach for documenting existing shoreline conditions and priority actions that align with the CPD's goals. The overall planning process can be summarized as exploring and documenting answers to the following five key questions:

- What is the current state of the Lake Michigan shoreline protection features?
- What is the required sustainable level of service?
- Which features are critical to sustained performance?
- What are the best operation, maintenance and capital investment strategies?
- What are the best near-term and long-term funding strategies?



# A Reliable Process To Guide The Chicago Park District

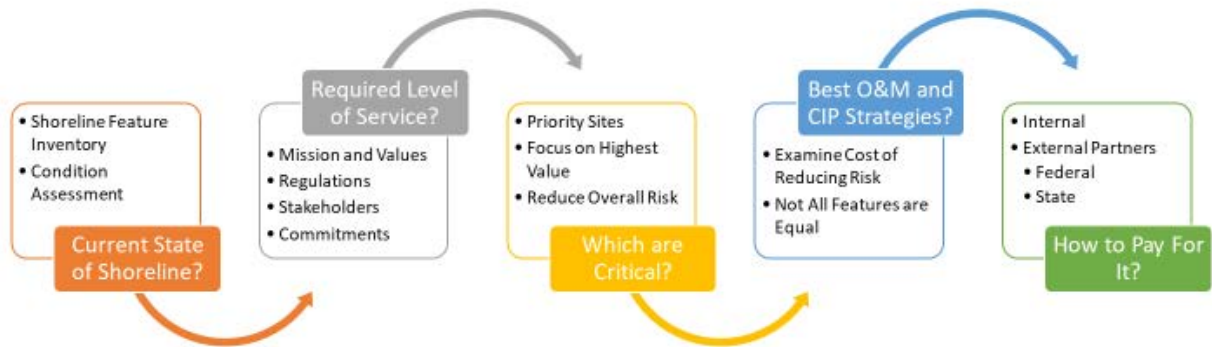


Figure 2. The proposed methodology will help CPD gain a thorough understanding of the current state, and issues and opportunities facing the Chicago shoreline.

The Scope of Services section of this proposal describes how SmithGroup will assist the CPD in collecting, collating and organizing data to answer these key questions.

## SCOPE OF SERVICES

SmithGroup has thoroughly reviewed the Request for Services (P-16015-066) and recommends dividing the work described into two (2) separate phases.

In Phase 1, SmithGroup will complete the shoreline feature inventory and condition assessment, conduct a prioritization analysis to identify the highest value opportunities, and assist CPD in formulating a management and funding strategy. Phase 2 will include more detailed assessments and recommendations for individual sites.

SmithGroup will utilize the information collected and analyzed in Phase 1 to inform the scope, schedule and costs to be associated with Phase 2. The Phase 1 information will identify and begin to address the highest priority needs and solutions which will be further developed in Phase 2. The focus of this proposal is Phase 1 work, with the tasks and deliverables needed to successfully complete a System-Wide Existing Conditions Inventory and Analysis Report.

## TASK 1 - EXISTING CONDITIONS INVENTORY AND ANALYSIS

As a result of the evolution of shoreline developments and mixed ownership and maintenance responsibilities, there is no single repository of data to answer the first of the key questions: What is the current state of the Lake Michigan shoreline protection features?

SmithGroup will help the CPD answer this question in two parts: Compiling an inventory of existing shoreline protection features and associated lakefront system data, and subsequently performing a condition assessment of the shoreline protection features. SmithGroup will use CPD's GIS-based inventory system to house the data collected and organized under the inventory task, which is described in detail in Task 1.1. The methodology for the condition assessment is described in detail in Task 1.2.

### TASK 1.1 EXISTING CONDITIONS INVENTORY

SmithGroup will receive, organize, review, and analyze available related information and data in order to gain a thorough understanding of the history, current state and issues facing the Chicago shoreline, as well as the maintenance recommended as part of previous plans and reports.

The project database will be populated with existing available ancillary data relevant to the key categories of Real Estate, Physical, Biological and Human resources:

A. Real Estate: Ownership (and maintenance responsibility) of individual shoreline parcels and features

B. Physical: Coastal/Climatic conditions, Geotechnical information, HTRW\* information

C. Biological: Water Quality, Terrestrial & Aquatic Ecology (incl. Threatened & Endangered Species)

D. Human: Economic (incl. Transportation), Social, Recreation, Historic and Cultural designations

These categories are selected as they closely match the USACE planning criteria, and the information collected could be utilized to expedite any future General Re-evaluation Report (GRR) that USACE may undertake.

## DATA SOURCES

In general, SmithGroup anticipates reviewing the following information, which will be provided by CPD or will be publicly available:

- CPD planning documents and Framework Plans for parks along and adjacent to the shoreline
- CPD archive record drawings
- CPD real estate records
- Readily available permits for previous work along the lakefront.
- Completed and in-progress plan documents, feasibility studies, assessment reports, and environmental reports authored by other agencies or partners, including the North Lake Shore Drive Redefine the Drive Plan
- Visual observations (but not detailed investigations or surveys)
- Drone video review
- Archival photographs
- 2018 U.S. Army Corps of Engineers (USACE) Inspection Reports

\*Hazardous, Toxic, and Radioactive Waste



- Relevant data from agencies including but not limited to Chicago Department of Transportation (CDOT), Illinois Department of Transportation (IDOT), USACE, Illinois Department of Natural Resources (IDNR), and Illinois Environmental Protection Agency (IEPA). CPD will act as a liaison between SmithGroup and these and any other agencies.

Exclusions: SmithGroup will not undertake new topographic or bathymetric surveys, dive inspections, geotechnical exploration, and materials testing in this phase.

Throughout the Inventory process, SmithGroup will identify potential project partners along with local, state, and federal programs that may support lakefront shoreline enhancements. Funding program application deadlines, the general range of potential improvements and project elements that may be funded, and key program/partner contacts will be collected and summarized in a Draft Initial Funding and Partnership Opportunity Matrix.

## REAL ESTATE

Ownership (and maintenance responsibility) of individual shoreline parcels and features.

SmithGroup will review and summarize the ownership/legal components of the available existing documentation – such as maintenance and intergovernmental agreements, plans and ordinances – in order to gather information related to property parcels, ownership and maintenance responsibilities.

SmithGroup will flag missing information or agreements related to ownership or maintenance of shoreline structures/objects of interest.

## PHYSICAL

### COASTAL CLIMATE AND STRUCTURE TYPE

SmithGroup will review and summarize the coastal climate based on documentation provided by CPD or available publicly such as:

- Historic bathymetric and photometric records of the shoreline position and condition
- Historic records of short-term and long-term erosion rates
- Historic records of wave heights, water levels and overtopping along the shoreline

For each shoreline segment, Smith Group will identify the physical extent and location of different shoreline protection feature types within the City of Chicago (piers, revetments, breakwaters, beaches, harbors).

SmithGroup will flag missing or outdated information.

### GEOTECHNICAL INFORMATION

SmithGroup will review and summarize available existing shoreline-related geotechnical and geological data. SmithGroup anticipates receiving archived documentation from CPD, CDOT and Cook County Department of Transportation. Anticipated public sources of information are: Illinois State Geological Survey, IDNR, USACOE, and articles published in peer-reviewed journals such as Journal of Coastal Research, Environmental Geology, Bulletin of the Association of Engineering Geologists, conference proceedings, and edited volumes.

SmithGroup will flag missing or outdated information.

### HTRW INFORMATION

SmithGroup will review and summarize available environmental assessment and/or remediation reports for the project area in order to document known current or potential impacts or risks along the lakeshore from rising water levels or other conditions. Sources for applicable environmental information other than CPD will be USACE, other City agencies, such as 2FM, and from IEPA databases including the SRP and LUST programs.

SmithGroup will flag missing or outdated information.

## BIOLOGICAL

### WATER QUALITY, TERRESTRIAL & AQUATIC ECOLOGY (INCL. THREATENED & ENDANGERED SPECIES)

SmithGroup will review and summarize existing data for natural resources and will identify and describe the location and quality of wildlife habitat (terrestrial and aquatic), the presence of endangered or threatened species, and other natural areas. SmithGroup will perform a Wetland Inventory based on existing wetland documentation. (Wetland delineations are excluded from this scope.)

SmithGroup will also add readily available public water quality data to the GIS database, such as CPD beach use restrictions, and Lake Michigan “reversals” as documented by MWRD CSO notification program.

SmithGroup will flag missing or outdated information.

## HUMAN ECONOMIC

SmithGroup will review and summarize available data regarding the potential economic impacts of rising water levels and accelerated deterioration of protection facilities along Lake Michigan. SmithGroup will focus on publicly-owned facilities, facilities that generate revenue for CPD and selected institutional facilities that benefit the community.

SmithGroup will obtain and review data for areas that are or may be affected by changing water levels for factors such as:



- Current number of venues and revenues generated by marinas operated in harbors.
- Current number of venues and revenues generated by other concessions operated in harbors, such as boat and fishing charters, boat/sailing clubs and other activities.
- Number of venues, visitation, and revenues generated by other concessions, such as restaurants, food concessions, water taxi, and bicycle and other equipment rental that might be negatively affected.
- Vulnerabilities of the key Lakefront transportation network (primarily Lake Shore Drive).
- Facilities, such as the South Shore Golf Course and Cultural Center, bookings and revenues.
- Impact on institutional facilities and populations served, such as La Rabida Children’s Hospital and Loyola University.

SmithGroup will flag missing or outdated information.

## TRANSPORTATION/INFRASTRUCTURE

A key component of the 1992 study which paved the way for the eight miles of reconstruction during the Chicago Shoreline Protection Project was the USACE analysis of storm damage reduction benefits which would accrue from the project. In large part the benefits were transportation related, so SmithGroup will explore sources of available data that could be used to document storm damage costs (such as emergency response, re-routing of traffic, pavement damage). Sources of data will be City of Chicago departments such as CDOT, OEMC and CDWM, and records that CPD can provide for their own in-house emergency preparedness, response and recovery costs.

SmithGroup will flag missing or outdated information.

## SOCIAL

SmithGroup will review and summarize past plans, policies, land use and zoning regulations, reports and studies pertaining to the social and economic context of the lakefront using sources such as the Chicago Zoning Ordinance and the Chicago Lakefront Protection Ordinance.

SmithGroup will flag missing or outdated information.



## RECREATION

SmithGroup will review and summarize the recreational components of the existing Framework Plans for the lakefront parks and other existing documentation. Utilizing CPD data, SmithGroup will review key programming, events, and recreational amenities along the Lakefront, which will then be delineated within the GIS.

SmithGroup will flag missing or outdated information.

## HISTORIC AND CULTURAL DESIGNATIONS

SmithGroup will review and summarize available information to identify properties and features with historic and/or cultural designations, using the IHPA as the primary source of information.

SmithGroup will flag missing or outdated information.

## DELIVERABLES:

(1) GIS of Existing Asset Inventory

(1) Summary of Findings Report in PDF format for any materials not applicable to GIS

## TASK 1.2 SHORELINE PROTECTION FEATURES – EXISTING CONDITION ASSESSMENT

Using the organizational structure developed under Task 1.1, for each shoreline segment, SmithGroup will address the following components of shoreline physical conditions:

- The physical extent and location of different shoreline protection feature types within the City of Chicago (piers, revetments, breakwaters, beaches, harbors).
- Ownership (and maintenance responsibility) of individual shoreline protection features.
- Initial condition assessment of publicly-owned shoreline protection features using qualitative 1-5 condition rating based on visual observations and the previously collected drone photography. The proposed condition ratings are: 1 - New or excellent condition; 2 - Minor defects only; 3 - Moderate deterioration; 4 - Significant deterioration; and 5 - Virtually unserviceable. SmithGroup will define each rating, and document rating system using photographic examples for the CPD to use in the future.
- Initial estimate of remaining useful life of publicly-owned shoreline protection features, based on construction date, typical service life, and condition rating (protection features aggregated into 10-year “buckets” of remaining life)

Up to 2 days are included in the scope for further onshore field reconnaissance at select shoreline sites, if the drone footage is inadequate for an initial rating. In addition, 1 day is included in the scope for further offshore field reconnaissance at select shoreline sites via boat.

Further investigation, site-specific data collection and engineering analysis will be required as part of the future Phase 2 scope of work. SmithGroup’s understanding of the study areas are shown in the Lakeshore Study Area graphic at the end of this Scope of Services section. Where harbors or ports are located, the assessment of docks, utilities, buildings, mooring fields, etc. will not be performed other than concerns gathered from stakeholders as part of the community engagement process described later in this proposal.

### DELIVERABLES:

- (1) Updated GIS of Existing Inventory
- (1) Excel Table Preliminary Condition Assessment of publicly-owned shoreline protection features
- (1) Summary of Findings Report in PDF format for any materials not applicable to GIS

- (1) Draft Initial Funding and Partnership Opportunity Matrix
- (1) “Early Win” Identification

### DELIVERABLES:

- (1) Draft System-Wide Existing Conditions Inventory & Analysis Report Document for Review
- (1) Final System-Wide Existing Conditions Inventory & Analysis Report Document

## TASK 2 - CHICAGO PARK DISTRICT LEVELS OF SERVICE

Armed with the existing feature inventory and shoreline structure condition assessment, the focus of the plan moves to answering the second of the key questions: What is the required sustainable level of service?

### CPD MEETINGS AND WORKSHOPS

A key component of formulating a strategic action plan is understanding the required “level of service” that is expected from the features under consideration. Levels of service can be derived from stakeholder demand, regulatory requirements and legal obligations. SmithGroup will work with the CPD to begin to document levels of service for the shoreline protection features that reflect the Mission and Core Values (Children First, Best Deal in Town, Built to Last, Extra



Effort). The advantages to CPD of defining desired levels of service include:

- Focusing efforts and resources on agreed service levels
- Inter-departmental agreement and understanding of performance targets
- Communicating service expectations, risks, and trade-offs between service levels and costs of service
- Negotiating future service levels, costs & budgets, rate impacts, reinvestments and risk

Levels of service (LOS) are typically articulated in key performance indicators, such as public and employee health and safety, benchmarked rates, public perception, and compliance with regulations. LOS can be constructed to address categories such as recreation, habitat, social, economic, and equity. SmithGroup will hold an exploratory meeting with CPD Department of Planning and Construction staff, followed by up to 2 workshops with a wider cross section of CPD staff to explore how the current shoreline protection features are performing in relation to CPD's desired levels of service. Engaging with in-house staff from throughout the organization (Executive, Administration, Legal, Finance, Technology, Operations and Programs) during this stage of the project can build consensus as the CPD develops the risk-based priority actions.

### **DELIVERABLES:**

- (1) Inter-Departmental CPD Workshop Summary
- (1) Draft Levels of Service for CPD Shoreline Protection Features

## **TASK 3 IDENTIFY KEY OPPORTUNITY SITES AND URGENT REPAIR SITES**

Combining the answers to the first 2 key questions, allows CPD to address the third key question: Which features are critical to sustained performance?

The methodology to arrive at this involves comparing the current condition with the desired level of service and exploring the likelihood the desired level of service will be attained, and specifically the associated benefits when those service levels are met.



Each segment of shoreline is unique, both in its physical condition, and in the range of benefits and opportunities that its continued presence will support. SmithGroup will undertake a high-level review of the CPD-owned shoreline protection features to better understand the benefits they provide, and how those benefits may in the future be compromised.

SmithGroup proposes to utilize a weighted criteria approach to estimating a comparative assessment of the features which are most critical to maintaining sustained performance of the shoreline. For each feature, a set of scores will be assigned that reflect the relative importance at that location of each of the resource criteria (Physical, Biological, Human as described in Task 1.1). The raw scores will be modified by applying appropriate weighting factors for each criterion. By combining ratings across multiple criteria, an overall score for each feature can be derived that is indicative of the overall "value" the shoreline contributes. An advantage of using the weighted-criteria method, is that it allows CPD to explore critical sites on an overall system-wide basis and will allow for separate analyses that may highlight critical sites based on individual funding sources. (For example, by increasing weight assigned to the Biological criteria CPD may be able to better identify the sites that would attract ecology and habitat restoration partnerships.)

SmithGroup will initially devise a rating and reporting system and pilot test it using a small, representative subset of shoreline features, in conjunction with input from the CPD. Subsequently, this approach can be refined and extrapolated to the full group of

shoreline protection features. SmithGroup will plot the initial condition and “value” ratings to sub-divide the shoreline protection features, and review the findings with the CPD, from which the initial key opportunity sites will be developed and recommendations for urgent repair sites prepared.

The purpose of examining value and condition is to focus limited available resources towards the highest priority areas and actions: Combining condition and value using a “four-square” analysis provides insight into the key opportunities and urgent action locations.

- **High Value/Poor Condition: Focus of risk reduction and capital investment efforts**
- **High Value/Good Condition: Focus of inspection/preventative maintenance efforts**
- **Low Value/Poor Condition: Periodic monitoring and scheduled replacement**
- **Low Value/Good Condition: Limited resources required at present**

### Identifying Key Opportunity Sites & Actions



Figure 3. A systematic rating procedure will identify the key opportunity sites along the lakefront for further study and improvement.

### DELIVERABLES:

- (1) Initial Rating System
- (1) Summary of Findings Report in PDF format including Preliminary Prioritization
- (1) Excel format data set with value/condition rankings

## TASK 4 – SYSTEM-WIDE EXISTING CONDITIONS INVENTORY AND ANALYSIS REPORT DOCUMENT

In this task SmithGroup will synthesize the output of the previous tasks and assist CPD begin to address the last 2 key questions: What are the best operation, maintenance and capital investment strategies? What is the best long-term funding strategy?

### TASK 4.1 MANAGEMENT STRATEGIES

Using the value-based prioritization developed in Task 3, SmithGroup proposes to facilitate a workshop with a cross section of CPD staff to explore a suite of appropriate management strategies to address the priority sites. It is anticipated immediate, wholesale rehabilitation of all the priority sites will be outside the financial and operational capacity of the CPD, so consideration of a wide variety of management strategies is recommended.

Exploring shoreline protection management strategies refers to several related concepts:

- Emergency response planning and preparedness;
- Disaster recovery planning;
- Preventative maintenance;
- Observation and monitoring;
- Seasonal and/or reduced operations;
- On-Call repair contracting; and
- Capital construction:
  - Partial Rehabilitation
  - Reconstruction
  - Relocation
  - New Assets

## DELIVERABLES:

(1) Inter-Departmental CPD Shoreline Management Strategy Workshop Summary

## TASK 4.2 EXTERNAL FUNDING STRATEGIES

Along with exploring the range of management strategies, SmithGroup will also initiate an initial review of available applicable funding from a variety of sources including Federal (USACE, other agencies), State and Local, and other bodies such as philanthropic groups.

Exploring the availability of funds refers to several related concepts, including internal and external funds. The focus of SmithGroup's efforts will be on exploring external funding opportunities:

- Anticipated amount of available external funds, loans or grants and required local match (if any);
- Scope restrictions (for example planning/studies only, O&M, ecological, recreational, etc);
- Schedule restrictions and anticipated lead time (for example USACE planning studies are generally 3 years, and bring no certainty of future authorization and appropriations);
- Future obligations associated with certain funding (O&M, monitoring and reporting requirements, potential liability, asset use restrictions).
- Level of autonomy or external control associated with funding source (e.g. having to meet given design and procurement standards).

SmithGroup, in conjunction with CPD, will organize and lead a Partnering Summit with potential priority project partners and funding agency staff identified. The session will focus on describing the existing condition of shoreline features and highlight potential opportunities for collaboration based on the site inventory and analysis. The results of the Summit will be summarized and identify likely partners and programs to help guide future design decisions.

With a greater understanding of the availability and constraints of external funding, the CPD will be better able to start the process of developing the requisite internal funding necessary to address urgent, near-term (1 – 5 years), and long-term (5+ years) needs.



## DELIVERABLES:

(1) Partnering Summit Summary

## TASK 5 – SYSTEM-WIDE EXISTING CONDITIONS INVENTORY AND ANALYSIS REPORT DOCUMENT

Based on the inventory and analysis completed to-date, SmithGroup will prepare a System-Wide Existing Conditions Inventory and Analysis Report. The report will include a narrative describing goals, objectives, and guiding principles; a narrative describing the inventory and analysis of shoreline ownership and conditions including issues and opportunities; a narrative summarizing the risk assessment and prioritization of Urgent Repair and Key Opportunity Sites; associated visual material such as photos, graphics, renderings, maps; and relevant appendices – such as existing conditions documentation and public comments compiled throughout the process to date.

Report format will be coordinated with the CPD. A draft of the report will be issued to CPD and the Working Group for review and comments. Comments will be addressed by SmithGroup prior to finalizing the report. The final report will be provided in PDF format. Phase 2 Scope Definition for Site-Specific Assessments Phase I will conclude with SmithGroup preparing the outline of the system-wide strategic action plan (referred to in the deliverables section as the Strategic Action Framework), and SmithGroup will assist the CPD in selecting specific actions to align with the preferred funding strategies and sources, and define the scope for site-specific assessments at agreed locations.



## DELIVERABLES:

- (1) Draft System-Wide Existing Conditions Inventory & Analysis Report Document for Review
- (1) Final System-Wide Existing Conditions Inventory & Analysis Report Document
- (1) Strategic Action Framework
- (1) Scope/Schedule/Proposed Fee for Phase II Work

## TASK 6 EXTERNAL ENGAGEMENT

SmithGroup will also undertake a series of informational and engagement activities to inform and learn from key lakefront stakeholders and the broader community.

### TASK 6.1 COMMUNITY INFORMATION

SmithGroup will hold two (2) public “open houses” as a part of Phase 1 - one on the North Side and one on the South Side. The meetings will be at different times (to be coordinated with CPD) but contain the same information. SmithGroup and the CPD will introduce the project, share available findings, and collect input. SmithGroup’s proposed strategy for the public open houses is as follows:

#### FORMAT

- CPD will be responsible for providing suitable venues.
- Open House with multiple stations/information kiosks and handouts.
- Goal is to present project findings and listen to community questions and concerns.
- The stations will be designed intentionally around the end user perspective and avoid jargon.

#### CONTENT

- Up to six (6) informational stations, with topics such as: initial findings, drone footage, climate impacts information, CPD info booth, an “I Prefer” sticker board, and 30-minute mini-walking tour(s) to the lakefront.

#### MARKETING AND COMMUNICATIONS

- Identify community partners
- Look for opportunities to hold meetings on “familiar turf”

- Comprehensive strategy for meeting announcements, such as physical copies in local businesses and a distribution list that includes Aldermen, Chambers of Commerce and community-based organizations
- Social media messages, including the research of current events and community concerns, comprehensive strategy for creative and eye-catching posts, and the identification of hyperlocal influencers
- SmithGroup recommends the creation of a project-specific web site. The site will be used to post information made available to the public. The timeframe for the web site to remain active will be determined with CPD. Based on the scope contained herein, the web site will not be configured to accept public comments.

## DELIVERABLES:

- (2) Public Open Houses - (1) on the North Side and (1) on the South Side
- (1) Summary of comments from each meeting / interview

### TASK 6.2 STAKEHOLDER INTERVIEWS

SmithGroup, along with input from CPD, will identify key lakefront stakeholders, such as major concession partners (such as Westrec, Live Nation); agency partners at the local, state, and federal governmental levels; and local/regional advocacy groups. One (1) full day of stakeholder interviews is allocated in Phase 1 as a means of collecting information on



the existing conditions, maintenance and operations associated with the shoreline from the perspective of the stakeholders. In order to hear from a wider cross-section of stakeholders, some of the interview sessions may include representatives from multiple entities. The timing of the stakeholder interviews will be coordinated with CPD.

### **DELIVERABLES:**

- (1) Day of Stakeholder Interviews
- (1) Summary of comments from each meeting / interview

## **TASK 6.3 PROJECT WORKING GROUP**

SmithGroup, with input from CPD, will form a project Working Group for inclusion in the project. The Working Group will represent future funding partners, implementation and permitting agencies, and will include entities such as CPD, USACOE, CDOT, IDNR, IEPA, IDOT, and representation from the North Lake Shore Drive Phase 1 team. Federal, State and Local Senators and Representatives will also be considered.

SmithGroup recommends that the first Working Group meeting be held early in the project, with a specific focus on reviewing the recently completed drone footage. The goal of this Working Group would be to identify “early action” sites that could be fast-tracked towards implementation (implementation is not included in this Phase I scope).

The timing of the working group meetings will be coordinated with CPD.

SmithGroup will conduct up to three (3) working group meetings as a part of Phase 1.

### **DELIVERABLES:**

- (3) Project Working Group Meetings
- (1) Summary of comments from each meeting / interview



## **TASK 7 PROJECT ADMINISTRATION**

The SmithGroup Leadership Team will take responsibility for managing an organized and efficient process including the facilitation of frequent and clear communications, problem identification and resolution. We will regularly verify program needs, scope, schedule and budget. Conflicts or issues will be brought to the attention of CPD along with suggestions to address.

We recommend establishing a weekly check-in call or meeting depending on which is more appropriate given the agenda.

### **DELIVERABLES:**

- Meeting summaries issued within 5 business days.

# SCHEDULE CONFIRMATION

	2019		2020				
MONTH	NOV	DEC	JAN	FEB	MAR	APR	MAY
Task 1							
Task 2							
Task 3							
Task 4							
Task 5							
Task 6							
Task 7							

## DELIVERABLES

### 1: EXISTING CONDITIONS INVENTORY AND ANALYSIS

- (1) GIS of Existing Asset Inventory
- (1) Summary of Findings Report in PDF format for any materials not applicable to GIS
- (1) Updated GIS of Existing Inventory
- (1) Excel Table Preliminary Condition Assessment of publicly-owned shoreline protection features
- (1) Summary of Findings Report in PDF format for any materials not applicable to GIS
- (1) Draft Initial Funding and Partnership Opportunity Matrix
- (1) "Early Win" Identification

### 2: CHICAGO PARK DISTRICT LEVELS OF SERVICE

- (1) Inter-Departmental CPD Workshop Summary
- (1) Draft Levels of Service for CPD Shoreline Protection Features

### 3: IDENTIFY KEY OPPORTUNITY SITES AND URGENT REPAIR SITES

- (1) Initial Rating System
- (1) Summary of Findings Report in PDF format including Preliminary Prioritization
- (1) Excel format data set with value/condition ranking

### 4: SYSTEM-WIDE EXISTING CONDITIONS INVENTORY AND ANALYSIS REPORT DOCUMENT

- (1) Inter-Departmental CPD Shoreline Management Strategy Workshop Summary
- (1) Partnering Summit Summary

### 5: SYSTEM-WIDE EXISTING CONDITIONS INVENTORY AND ANALYSIS REPORT DOCUMENT

- (1) Draft System-Wide Existing Conditions Inventory & Analysis Report Document for Review
- (1) Final System-Wide Existing Conditions Inventory & Analysis Report Document
- (1) Strategic Action Framework
- (1) Scope/Schedule/Proposed Fee for Phase II Work

### 6: EXTERNAL ENGAGEMENT

- (2) Public Open Houses - (1) on the North Side and (1) on the South Side
- (1) Summary of comments from each meeting / interview
- (1) Day of Stakeholder Interviews
- (1) Summary of comments from each meeting / interview
- (3) Project Working Group Meetings
- (1) Summary of comments from each meeting / interview

### 7: PROJECT ADMINISTRATION

- Meeting summaries issued within 5 business days.



**LEGEND**

- HIGH PRIORITY
- MEDIUM PRIORITY
- LOW PRIORITY
- STUDY AREA

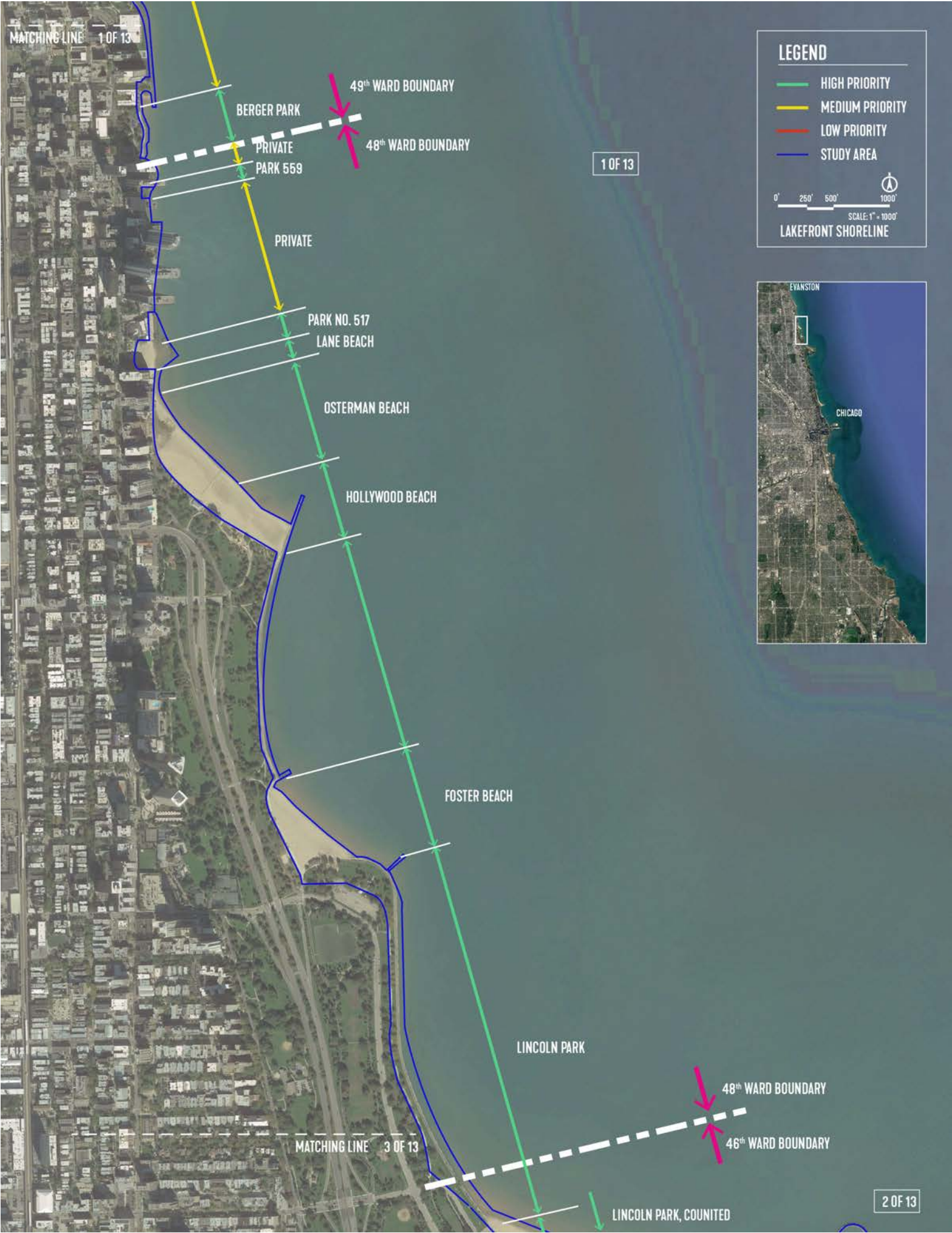
0' 250' 500' 1000'

SCALE: 1" = 1000'

LAKEFRONT SHORELINE



MATCHING LINE 2 OF 13



**LEGEND**

- HIGH PRIORITY
- MEDIUM PRIORITY
- LOW PRIORITY
- STUDY AREA



1 OF 13

MATCHING LINE 3 OF 13

2 OF 13

MATCHING LINE 1 OF 13

49<sup>th</sup> WARD BOUNDARY

48<sup>th</sup> WARD BOUNDARY

BERGER PARK

PRIVATE

PARK 559

PRIVATE

PARK NO. 517

LANE BEACH

OSTERMAN BEACH

HOLLYWOOD BEACH

FOSTER BEACH

LINCOLN PARK

48<sup>th</sup> WARD BOUNDARY

46<sup>th</sup> WARD BOUNDARY

LINCOLN PARK, COUNTIED



**LEGEND**

- HIGH PRIORITY
- MEDIUM PRIORITY
- LOW PRIORITY
- STUDY AREA



LAKEFRONT SHORELINE



LINCOLN PARK, COUNITED

LINCOLN PARK

48<sup>th</sup> WARD BOUNDARY

46<sup>th</sup> WARD BOUNDARY

MATCHING LINE 2 OF 13

MONTROSE BEACH

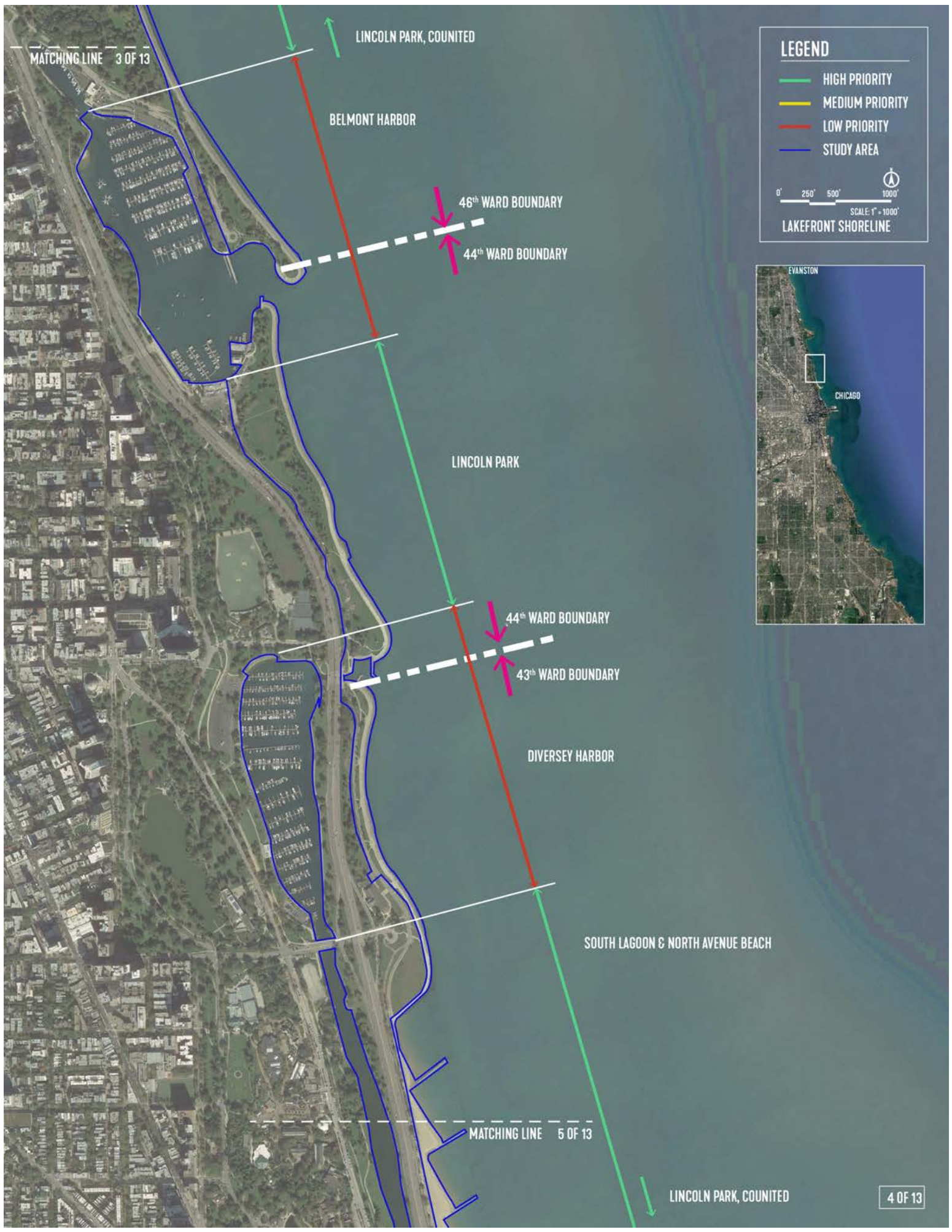
MONTROSE HARBOR

LINCOLN PARK

MATCHING LINE 4 OF 13

BELMONT HARBOR

LINCOLN PARK & BELMONT HARBOR, COUNITED



**LEGEND**

- HIGH PRIORITY
- MEDIUM PRIORITY
- LOW PRIORITY
- STUDY AREA

0' 250' 500' 1000'

SCALE: 1" = 1000'

LAKEFRONT SHORELINE



SOUTH LAGOON & NORTH AVENUE BEACH, COUNTIED

MATCHING LINE 4 OF 13

SOUTH LAGOON & NORTH AVENUE BEACH

LINCOLN PARK

43<sup>th</sup> WARD BOUNDARY

42<sup>th</sup> WARD BOUNDARY

OAK STREET BEACH

LINCOLN PARK

MATCHING LINE 6 OF 13

LINCOLN PARK, COUNTIED

### LEGEND

- HIGH PRIORITY
- MEDIUM PRIORITY
- LOW PRIORITY
- STUDY AREA

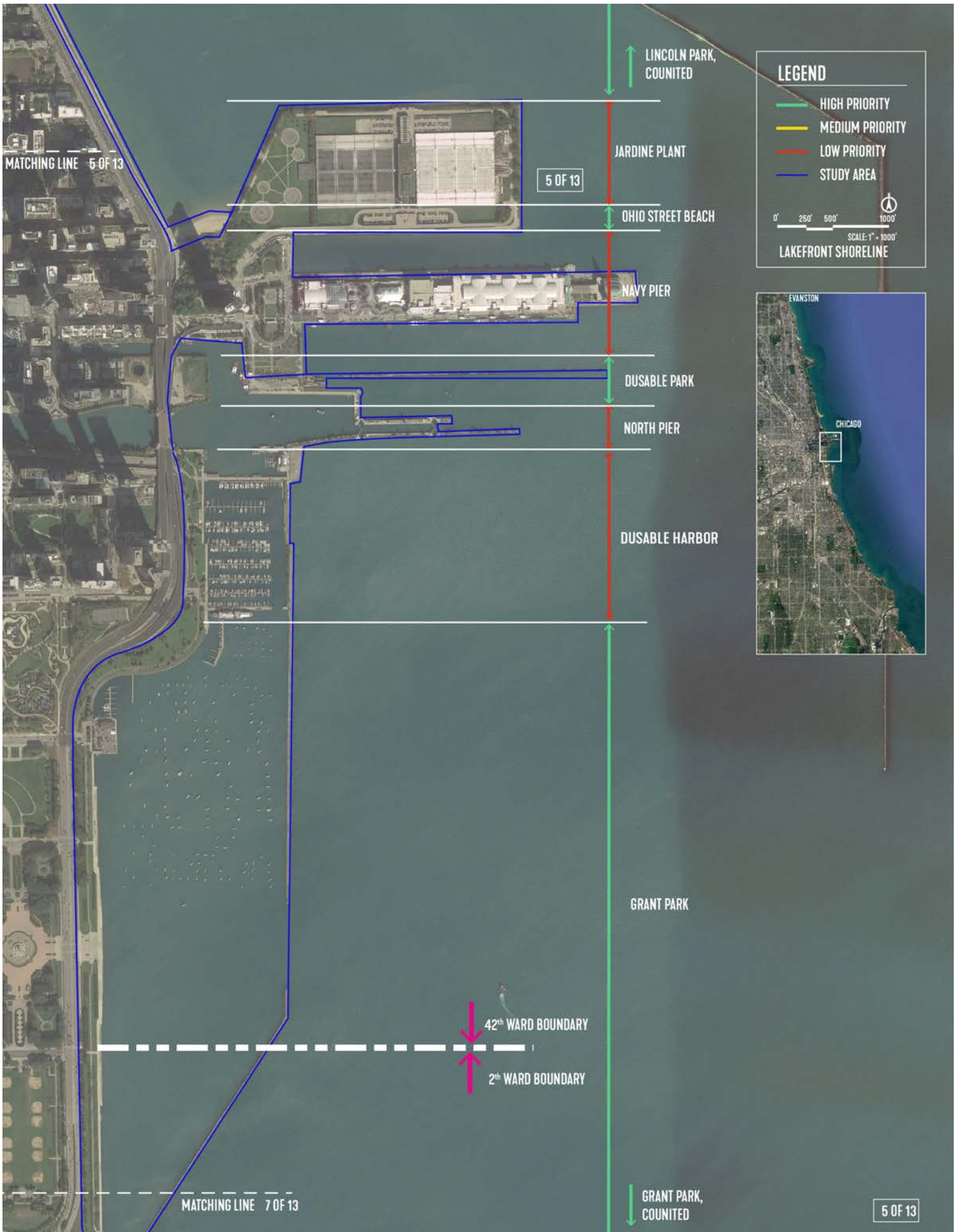


SCALE: 1" = 1000'

LAKEFRONT SHORELINE







**LEGEND**

- HIGH PRIORITY
- MEDIUM PRIORITY
- LOW PRIORITY
- STUDY AREA

0' 250' 500' 1000'

SCALE: 1" = 1000'

LAKEFRONT SHORELINE



MATCHING LINE 5 OF 13

5 OF 13

LINCOLN PARK, COUNITED

JARDINE PLANT

OHIO STREET BEACH

NAVY PIER

DUSABLE PARK

NORTH PIER

DUSABLE HARBOR

GRANT PARK

42<sup>th</sup> WARD BOUNDARY

2<sup>th</sup> WARD BOUNDARY

MATCHING LINE 7 OF 13

GRANT PARK, COUNITED

5 OF 13

MATCHING LINE 6 OF 13

NORTHERLY ISLAND

12th STREET BEACH

NORTHERLY ISLAND

BURNHAM PARK

2<sup>th</sup> WARD BOUNDARY

4<sup>th</sup> WARD BOUNDARY

31st STREET BEACH

MATCHING LINE 8 OF 13

LEGEND

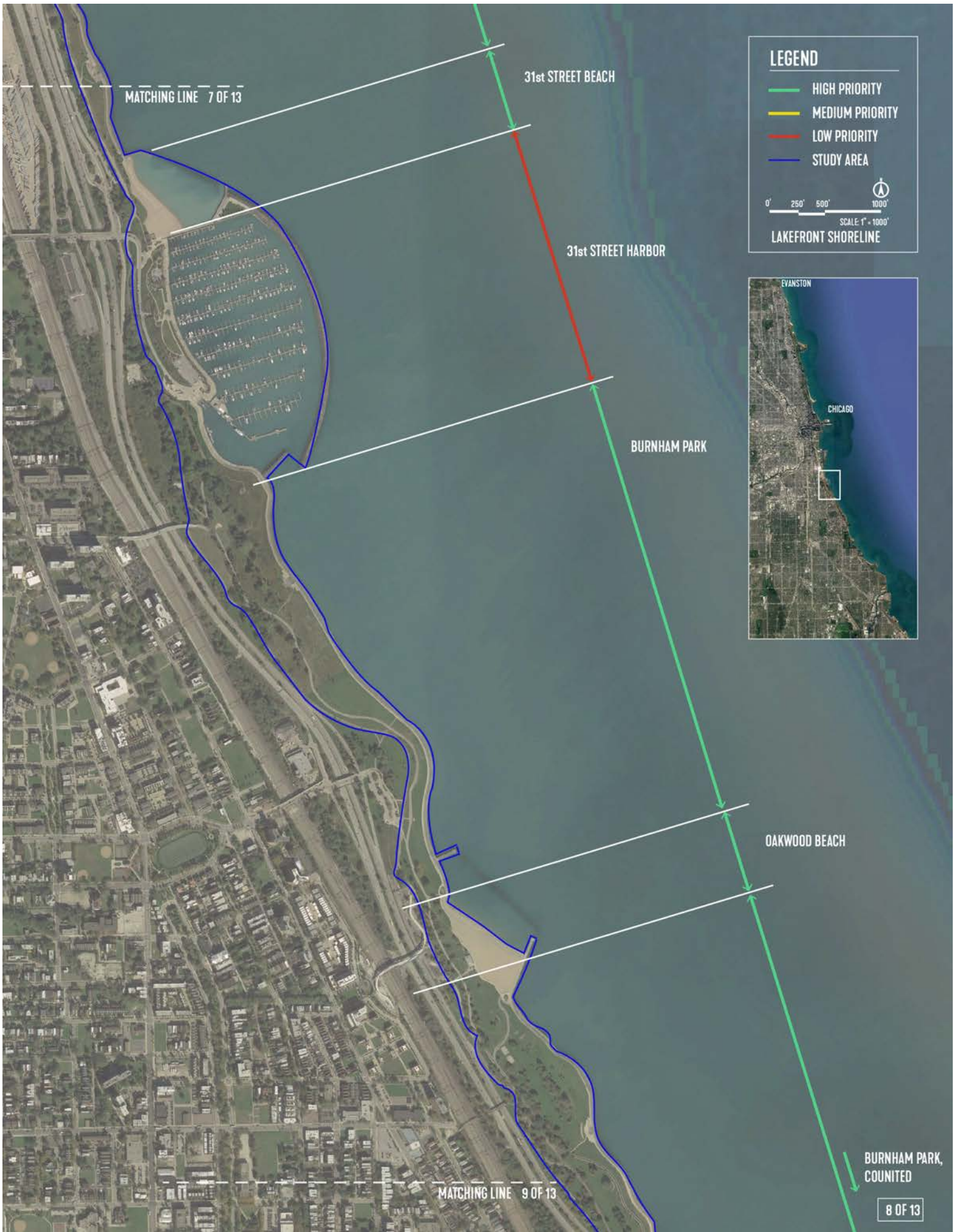
- HIGH PRIORITY
- MEDIUM PRIORITY
- LOW PRIORITY
- STUDY AREA



SCALE: 1" = 1000'

LAKEFRONT SHORELINE





**LEGEND**

- HIGH PRIORITY
- MEDIUM PRIORITY
- LOW PRIORITY
- STUDY AREA

0' 250' 500' 1000'  
SCALE 1" = 1000'  
LAKEFRONT SHORELINE



MATCHING LINE 7 OF 13

31st STREET BEACH

31st STREET HARBOR

BURNHAM PARK

OAKWOOD BEACH

MATCHING LINE 9 OF 13

BURNHAM PARK,  
COUNITED



**LEGEND**

- HIGH PRIORITY
- MEDIUM PRIORITY
- LOW PRIORITY
- STUDY AREA

0' 250' 500' 1000'  
SCALE: 1" = 1000'  
LAKEFRONT SHORELINE



BURNHAM PARK,  
COUNTIED

8 OF 13

BURNHAM PARK

4th WARD BOUNDARY

5th WARD BOUNDARY

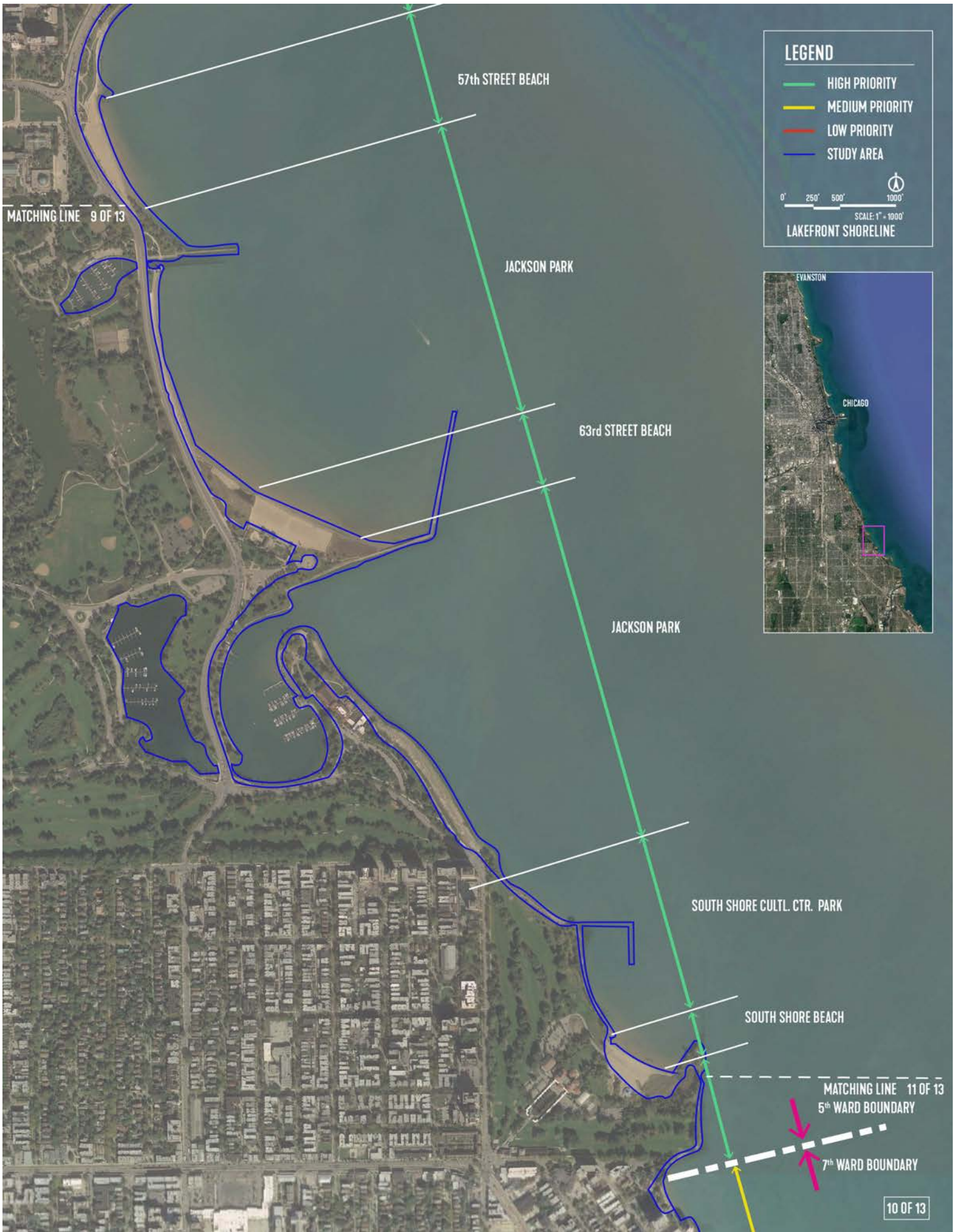
BURNHAM PARK

57th STREET BEACH

MATCHING LINE 10 OF 13

JACKSON PARK,  
COUNTIED

9 OF 13



**LEGEND**

- HIGH PRIORITY
- MEDIUM PRIORITY
- LOW PRIORITY
- STUDY AREA

0' 250' 500' 1000'

SCALE: 1" = 1000'

**LAKEFRONT SHORELINE**



MATCHING LINE 9 OF 13

MATCHING LINE 11 OF 13

5<sup>th</sup> WARD BOUNDARY

7<sup>th</sup> WARD BOUNDARY

MATCHING LINE 10 OF 13  
5<sup>th</sup> WARD BOUNDARY

7<sup>th</sup> WARD BOUNDARY

### LEGEND

- HIGH PRIORITY
- MEDIUM PRIORITY
- LOW PRIORITY
- STUDY AREA



SCALE: 1" = 1000'

LAKEFRONT SHORELINE



PRIVATE

ASHE BEACH

PRIVATE

EUGENE SAWYER PLANT

RAINBOW BEACH

PARK NO. 566

7<sup>th</sup> WARD BOUNDARY

10<sup>th</sup> WARD BOUNDARY

MATCHING LINE 12 OF 13

PRIVATE

STEELWORKERS, COUNTIED

11 OF 13



**LEGEND**

- HIGH PRIORITY
- MEDIUM PRIORITY
- LOW PRIORITY
- STUDY AREA

0' 250' 500' 1000'

SCALE: 1" = 1000'

LAKEFRONT SHORELINE





**LEGEND**

- HIGH PRIORITY
- MEDIUM PRIORITY
- LOW PRIORITY
- STUDY AREA

0' 250' 500' 1000'

SCALE: 1" = 1000'

LAKEFRONT SHORELINE





**SECTION B**

**PROJECT TEAM**



# PLEASED TO MEET YOU

## SMITHGROUP

COASTAL / SHORELINE ENGINEERING, LANDSCAPE ARCHITECTURE/RECREATION, TRANSPORTATION AND INFRASTRUCTURE ENGINEERING

SmithGroup is an award-winning, multi-national organization that employs research, data, advanced technologies and design thinking to help clients solve their greatest challenges. Working across a network of 14 offices internationally, our team of 1,300 experts is committed to excellence in strategy, design and delivery—giving rise to new and innovative processes and methodologies that are redefining the way we work.

### EXCELLENCE IN WATERFRONT DESIGN AND ENGINEERING

The thin line where land meets water represents one of the most valuable resources in the world. Prized for their beauty, their ecological importance and their economic impact, waterfronts present tremendous opportunity for development. Because design along the water's edge has a major ripple effect on a community's quality of life, there is a tremendous responsibility to do it correctly. This demands an engineer's skill, a scientist's knowledge, an economist's pragmatism and an artist's touch.

SmithGroup is uniquely qualified to deliver on all fronts. We offer decades of experience and innovation working in the complex environments of rivers, lakes and engineers, planners, urban designers, architects, landscape architects, ecologists and biologists. We work closely with our clients, eager to address the vexing challenges inherent in waterfront work.

Our teams know better than anyone in the industry how to move a project from concept to completion. From harbors, parks and resorts to beaches, bluffs and promenades, we can help you navigate through a maze of permits and funding sources while mitigating the natural forces of waves, floods and currents.

## HUFF & HUFF, INC.

ECOLOGY/NATURAL RESOURCES

Huff & Huff, Inc., a Subsidiary of GZA, Inc. (H&H) is a multi-disciplined firm, located in Oak Brook, Illinois, providing environmental and civil engineering services as well as natural resource assessments. GZA is a professional services consulting firm focused on geotechnical, environmental, water, ecological, and construction management services. Their work for the City of Chicago includes wetland and stormwater permitting, Preliminary Environmental Site Assessments and Preliminary Site Investigations for a variety of projects that included Halsted Street, Laramie Avenue Viaduct, 130th and Torrence Avenue Improvements, and Irving Park Road Bridge near the North Branch of the Chicago River. In addition, H&H also conducted Environmental Studies for the improvements to Lake Shore Drive near the Museum campus.

## MUSE (WBE)

COMMUNITY ENGAGEMENT / SOCIAL EQUITY

MUSE Community + Design creates plans, policies, and processes to help communities achieve the goals they establish for themselves via a people-focused approach to develop realistic, tailored solutions that celebrate communities' assets. Muse Community + Design is a certified WBE and DBE. Their team is well-versed in land use, zoning, mobility, economic development, and historic preservation, and has worked on behalf of communities across the Chicago region, nationally, and internationally.

## **WOMEN AND DRONES (MBE)**

### **AERIAL DATA COLLECTION**

Women and Drones is a full-service solution provider for aerial video and geospatial data in collaboration with a network of trusted and competent professional drone pilots. The company has developed an extensive platform of strategic partnerships within the UAS (unmanned aerial systems) industry. Their alliances span 15 countries, and many of these alliances are women-owned businesses.

## **GSG CONSULTANTS, INC. (MBE)**

### **ENVIRONMENTAL ENGINEERING**

Operating for over 25 years, GSG Consultants, Inc. (GSG) is a Hispanic-owned, MBE/DBE certified infrastructure engineering and scientific consulting firm based in Schaumburg with a branch office in Chicago. Today, GSG maintains a staff of over 85 technical professionals delivering planning, design, and construction services for new infrastructure developments, expansions, and renovations throughout the State of Illinois and beyond.

GSG has a rich history and is recognized for their ability to deliver and provide innovative solutions to challenges both large and small. They are equally recognized for their capabilities and experience in providing services extending from initial concept planning through detailed design and construction. GSG strives to use sound business practices that help safeguard the environment, conserve energy and resources, minimize waste, and limit negative impact on the environment.

## **WANG ENGINEERING, INC. (MBE)**

### **GEOTECHNICAL ENGINEERING**

Established in 1982, Wang Engineering, Inc. (Wang) specializes in geotechnical engineering, construction inspection, and materials testing services. Over the past 30 years, Wang has provided these services to a wide range of state and federal governments, private, and public sector clients throughout the United States and in several countries overseas. Their materials testing laboratory is accredited by the American Association of State Highway Transportation Officials (AASHTO) Materials Reference Laboratory (AMRL) and the Concrete and Cement Reference Laboratory (CCRL).

## **AREA (MBE)**

### **ECONOMICS / REAL ESTATE ANALYSIS**

Applied Real Estate Analysis (AREA), Inc., is a multidisciplinary real estate consulting firm offering a wide range of professional consulting services and expertise to its clients. AREA is especially well qualified to assist with the analysis of the potential economic impacts of changing water levels on Chicago's lakefront properties. AREA assists both private and public sector clients in evaluating real estate investment opportunities and assessing the impacts of market, economic, and environmental trends on real estate values.

## URBAN GIS (MBE)

### GEODATABASE / OWNERSHIP

Urban GIS was founded in 2007 by inner-city Chicago native, Keith A. Searles, GISP. With a background in transportation engineering and an understanding of the power of GIS, Keith saw an opportunity to bridge the geospatial information gap among planners, designers, construction professionals, and asset managers. Today Urban GIS is the leading infrastructure-focused GIS firm. As a minority-owned small business committed to excellence, we strive to build long-lasting relationships through innovative services and client satisfaction. We harness the power of where to map your world, your way.



# TEAM ORGANIZATION

## CHICAGO PARK DISTRICT

### PROJECT LEADERSHIP

**Paul J. Wiese, PLA, ASLA, LEED AP**  
Principal-in-Charge  
**SMITHGROUP**

**Jim Forrester, PLA, LEED AP BD+C**  
Project Manager  
**SMITHGROUP**

**Mark Wagstaff, PE**  
Waterfront Engineer  
**SMITHGROUP**

### PROJECT TEAM

Ecology / Natural Resources <b>HUFF &amp; HUFF, INC.</b>	Coastal / Shoreline Engineering <b>SMITHGROUP</b>	Landscape Architecture / Recreation <b>SMITHGROUP</b>
Economics and Real Estate Analysis <b>AREA (MBE)</b>	Aerial Data Collection <b>WOMEN AND DRONES (MBE)</b>	Transportation / Infrastructure Engineering <b>SMITHGROUP</b>
Community Engagement and Social Equity <b>MUSE (WBE)</b>	Environmental Engineering <b>GSG CONSULTANTS, INC. (MBE)</b>	Geotechnical Engineering <b>WANG ENGINEERING, INC. (MBE)</b>
Geodatabase/Ownership <b>URBAN GIS (MBE)</b>	Marine / Drive Inspection <b>COLLINS ENGINEERS, INC. (PHASE 2)</b>	Cost Estimating <b>CCS INTERNATIONAL, INC. (MBE) (PHASE 2)</b>
Graphic Design <b>STUDIO V DESIGN (MBE) (PHASE 2)</b>		

## PRINCIPAL-IN-CHARGE

---

# PAUL J. WIESE

## PLA, ASLA, LEED AP



As a Studio Leader in the Chicago office, Paul has worked on countless master planning and implementation projects, many of those being improvements to parks and recreation facilities. Paul has always liked to build, and grew up thinking he would be a carpenter, then later, an architect. “But during my first year of study, I was introduced to landscape architecture,” he explains. “The synergy between design, nature and ecology attracted me to the profession.” Paul’s hobbies are gardening in the day—hot peppers are his favorite—and astronomy during the night.

### CHICAGO PARK DISTRICT, SOUTH LAKEFRONT FRAMEWORK PLAN

**Chicago, Illinois.** SmithGroup is assisting the Chicago Park District in updating the South Lakefront Framework Plan, a document mapping the future of Jackson Park and South Shore Cultural Center in Chicago’s South Side.

### CHICAGO PARK DISTRICT, SOUTH SHORE GOLF COURSE

**Chicago, Illinois.** SmithGroup is providing landscape architecture, civil and coastal engineering services to combine two public courses into one 18-hole championship, public course.

### MORGAN SHOAL LAKEFRONT MASTER PLAN

**Chicago, Illinois.** Chicago’s first underwater park focuses attention on one of the area’s most unique geological features while increasing water- and land-based habitat and recreation opportunities. Morgan Shoal, an offshore bedrock formation that emerges from the bottom of Lake Michigan, comes within a few feet of the water’s surface. Remnants of a 1914 shipwreck are nestled out on the shoal are an existing feature and a unique attraction. Public involvement through three public meetings generated valuable input that helped drive design ideas leading to preservation of the shoal, a more passive park experience, and viewing areas along the lake shore.

### WAUKEGAN BEACHFRONT PARK

**Waukegan, Illinois.** Design and final plans for the renovated 20-acre Lake Michigan beachfront property in northeastern Illinois.

### CHICAGO PARK DISTRICT, LA VILLITA PARK

**Chicago, Illinois.** Planning and design of a 24-acre park on a former industrial brownfield site in Chicago’s Little Village neighborhood. Park amenities to include athletic fields, community garden, playground with spray features, and walking and jogging trails.

---

#### EDUCATION

Bachelor of Landscape Architecture,  
Ball State University

Bachelor of Science-Environmental  
Design, Ball State University

---

#### REGISTRATIONS

Professional Landscape Architect:  
Arkansas  
Illinois  
Indiana  
Iowa

---

#### PROFESSIONAL AFFILIATIONS

American Society of Landscape  
Architects  
Sports Turf Managers Association

## PROJECT MANAGER

---

# JIM FORRESTER

## PLA, LEED AP



Jim is a landscape architect and project manager for a wide variety of projects from urban design and large park planning to small, detailed planting plans. His responsibilities include construction administration and observation, construction drawings, schematic designs, site assessments, construction cost estimating, design development, and graphic rendering.

### **NORTHWESTERN UNIVERSITY, RYAN FIELDHOUSE AND WALTER ATHLETICS CENTER**

**Evanston, Illinois.** SmithGroup provided civil engineering, structural engineering, coastal engineering and landscape architecture for a new 420,000 sf multipurpose fieldhouse facility. The project also includes new NCAA synthetic turf fields, an award-winning coastal wall, and an extension of the University's lakefront walking/biking path. Targeting LEED Gold.

### **CHICAGO PARK DISTRICT, VAN VLISSINGEN PRAIRIE**

**Chicago, Illinois.** Van Vliissingen Prairie is an approximately 135-acre park located north of the Lake Calumet watershed and is part of the Calumet Open Space Reserve. The site consists of woodland, wetland, and prairie habitats. SmithGroup has been contracted by the Chicago Park District and the Illinois Department of Transportation for the development of a paved path leading from a future parking lot through the site, and additional paths connecting adjacent neighborhoods.

### **COLLEGE OF DUPAGE, LANDSCAPE IMPROVEMENTS, 2009-2014**

**Glen Ellyn, Illinois.** Various landscape improvements across campus including new trees and plantings, underdrainage, pond edge landscape treatments, above ground planters, and a water feature.

### **COLLEGE OF DUPAGE, URBAN SUSTAINABILITY FARM**

**Glen Ellyn, Illinois.** SmithGroup provided several site improvements including drainage improvements, sidewalk enhancements, and the evaluation of an existing retention basin.

### **CHICAGO PARK DISTRICT, LA VILLITA PARK**

**Chicago, Illinois.** Planning and design of a 24-acre park on a former industrial brownfield site in Chicago's Little Village neighborhood. Park amenities to include athletic fields, community garden, playground with spray features, and walking and jogging trails.

---

#### **EDUCATION**

Bachelor of Science in Landscape Architecture, University of Illinois at Champaign-Urbana

---

#### **REGISTRATIONS**

Professional Landscape Architect: Illinois

LEED Accredited Professional

---

#### **PROFESSIONAL AFFILIATIONS**

American Society of Landscape Architects



# MARK WAGSTAFF

PE



Mark Wagstaff is a Senior Civil Engineer with more than 20 years of experience in waterfront engineering. He believes that the transformative power of infrastructure sustainably improves quality-of-life by empowering local communities and bringing people together. As a Project Manager, Mark leads multi-disciplinary teams from conception through implementation with a focus on adding value by aligning with clients' overall mission. He has managed the delivery of successful infrastructure development with close attention to quality, schedule, and budget. Most notably, Mark has provided exceptional client service on the Chicago Shoreline Protection project over the past two decades.

### CITY OF CHICAGO, CHICAGO SHORELINE PROTECTION

**Chicago, Illinois.** Eight-mile renovation of Chicago's deteriorated lakefront shore protection structures. Responsible for the planning, design and/or construction management of over \$65M of constructed projects, and \$30M of anticipated projects. Provided extensive regulatory and stakeholder support including permit application, coordination with IDNR/IEPA, Illinois Historic Preservation Agency, Coast Guard, and numerous public engagement meetings. Project Manager/Lead Engineer.\*

### NORTHWESTERN UNIVERSITY, SHORELINE EROSION CONTROL

**Evanston, Illinois.** Investigation of structural integrity of shoreline protection revetment. Conducted site inspection and assessment, and wrote report detailing observed conditions and recommending near-term and long-term future operation and maintenance activities. Project Manager/Lead Engineer.\*

### CITY OF CHICAGO, LAKEFRONT FLOOD AND STORM EMERGENCY RESPONSE PLAN

**Chicago, Illinois.** Prepared an emergency response plan to combat the effects of floods and storm damage to Chicago's Lake Shore Drive and Lake Michigan shoreline. Analyzed historical lake level and meteorological data to produce warning and alert criteria, performed construction subcontract negotiation and administration, assisted with plan development and implementation, coordinated agency review, and carried out field inspections and monitoring during extreme weather events. Civil Engineer.\*

---

#### EDUCATION

Master of Science, Civil Engineering - Water Resources, University of Illinois at Chicago, 1997

Bachelor of Engineering, Civil and Structural Engineering, University of Sheffield, 1989

---

#### REGISTRATIONS

Professional Engineer: South Dakota

---

#### PROFESSIONAL AFFILIATIONS

Friends of the Chicago River

ACEC-IL, Students Engaged in Engineering, 2014-2016

Village of Wilmette, Transportation Commissioner, 2005-2013

\*Experience prior to SmithGroup.

## CIVIL ENGINEER

---

# BILL WOOD

## PE



As Civil Engineering Discipline Lead for SmithGroup's Chicago office, Bill Wood has extensive expertise in site and infrastructure design from planning through construction. Bill's ability to integrate infrastructure with distinctive, placemaking design enables him to create a unique project vision and bring it to life. Bill served as Project Engineer on such notable projects as the award-winning Loyola University Chicago Lake Shore Campus.

### **PARK DISTRICT OF HIGHLAND PARK, HIGHLAND PARK LAKEFRONT PLAN, PHASE II**

**Highland Park, Illinois.** Complete schematic design and permit application related services for two lakefront parks in Highland Park. Central Park envisions a downtown lakefront park that balances boating and swimming activities while preserving a natural look. Rosewood Park envisions a community-focused, active recreation park that has a swimming focus. Both parks are balancing development with sustainable and ecological design principles to create active and eco-friendly public spaces.

### **WILMETTE PARK DISTRICT, WILMETTE LAKEFRONT PLAN**

**Wilmette, Illinois.** Planning for Wilmette's lakefront comprised of Gillson and Langdon Parks as well as adjacent harbor facilities along the North Shore Channel. Design of three alternative concept plans based on input gathered through public workshops for the improvements to Gillson and Langdon Parks.

### **CHICAGO PARK DISTRICT, SOUTH SHORE GOLF COURSE**

**Chicago, Illinois.** SmithGroup is providing landscape architecture, civil and coastal engineering services to combine two public courses into one 18-hole championship, public course.

### **NORTHWESTERN UNIVERSITY, RYAN FIELDHOUSE AND WALTER ATHLETICS CENTER**

**Evanston, Illinois.** SmithGroup provided civil engineering, structural engineering, coastal engineering and landscape architecture for a new 420,000 sf multipurpose fieldhouse facility. The project also includes new NCAA synthetic turf fields, an award-winning coastal wall, and an extension of the University's lakefront walking/biking path. Targeting LEED Gold.

### **LOYOLA UNIVERSITY CHICAGO, STORMWATER MANAGEMENT PLAN**

**Chicago, Illinois.** Evaluation of the existing stormwater systems and develop a stormwater management plan for Loyola's Lake Shore Campus. The plan creates a comprehensive stormwater approach with an emphasis on sustainable practices including rain gardens, infiltration swales and structures, permeable paving and harvesting rainwater for irrigation.

---

#### **EDUCATION**

Bachelor of Science in Engineering,  
The University of Michigan

---

#### **REGISTRATIONS**

Professional Engineer:  
Illinois

---

#### **PROFESSIONAL AFFILIATIONS**

American Society of Civil Engineers  
(ASCE)

Illinois Association for Floodplain and  
Stormwater Management (IAFSM)

Calumet Stormwater Collaborative Task  
Force

# ALYCIA A. KLUENENBERG



Alycia Klauenberg graduated with a Master of Science in Environmental Science from the University of Maryland, and also earned a Bachelor of Arts in Biology and Environmental Studies with honors from Hamline University. She currently volunteers as a Site Steward for the Chicago Park District’s Montrose Point Bird Sanctuary, and as a Butterfly Monitor for the Illinois Butterfly Monitoring Network.

## IDOT DISTRICT 1, WETLAND PERMITTING

Review and track wetland permits, plans, and wetland impact evaluations.

## NATURAL GAS PIPELINE COMPANY OF AMERICA

Provide endangered species habitat reviews and surveys for plants, turtles, and birds. Provide soil, erosion, and sediment control inspections.

## BIG MARSH REMEDIATION & RESTORATION PROJECT

Vegetative surveys, and outlined a recommended preliminary vegetation management and monitoring strategy.

# COURTNEY D. KASHIMA

AICP



Courtney is a certified urban planner (AICP) and charrette facilitator (NCI). She has worked nationally and internationally in the areas of land use, zoning, economic development, and historic preservation. Courtney excels at creating the processes, policies and partnerships needed to bring about meaningful change in the built environment. In recent years, she has applied this experience to projects related to health and transportation.

## TRANSPORTATION SAFETY & EDUCATION PROGRAMS AND PLANNING,

**Chicago, Illinois.** Outreach and planning for CDOT’s bicycle and pedestrian safety and education programs.

## COLONY PARK SUSTAINABLE COMMUNITY INITIATIVE,

**Austin, Texas.** Creation of a 250+ acre master plan. Responsible for the analysis and recommendations related to land use and zoning as well as the community engagement process.

# MAXINE V. MITCHELL

CRE



Ms. Mitchell, who founded AREA in 1985, has over 35 years of experience in real estate market analysis and public policy planning. She has completed a wide range of economic and fiscal feasibility studies for residential, commercial, recreational and entertainment, institutional, and industrial development for both public and private sector clients. Ms. Mitchell's work in public policy planning encompasses such subjects as urban growth patterns, property taxation, low- and moderate-income housing development, central area revitalization, urban development, residential rehabilitation financing, and neighborhood preservation. She has been extensively involved in community development planning and in the development and implementation of neighborhood revitalization strategies. Ms. Mitchell played a key technical and managerial role in the assessment of development options for Chicago's Northerly Island as part of the redevelopment plan for the area.

# SHARON ROSSMARK

MBA



Sharon Rossmark is the Chief Executive Officer of Women And Drones, a provider of aerial data collection and drone education. She has developed a network of women business owners who are disrupting, innovating and shaping the future of the drone industry. In 2018 and 2019, the company was listed as one of the "Top 100 Companies To Watch" in the drone industry.

Sharon is an international speaker, panelist and facilitator on the topics of drones and board governance. Sharon earned her MBA from University of Illinois – Chicago and her BS from Illinois State University.

Her industry professional affiliations include Women in Aviation International, the Academy of Model Aeronautics and Association for Unmanned Vehicle Systems International (AUVSI). She is also a FAA Certified Part 107 Remote Pilot.

# DAVID MCCOY

PG



David McCoy is a licensed professional geologist with more than 18 years of experience in remedial investigations, environmental assessments, Clean Construction and Demolition Debris (CCDD) classifications, and soil/groundwater remediation. His experience lies in project management, reporting, and data management as well as field installation and logging of groundwater monitoring wells, collection of soil and groundwater samples, remediation system installation/maintenance, chemical injection activities, and excavation oversight.

### PHASE I ENVIRONMENTAL SITE INVESTIGATIONS

**Various Locations.** Performed a site visit, reviewed site historic information, reviewed regulatory database and FOIAs responses, and prepared Phase I ESA reports.

### PHASE II ENVIRONMENTAL SITE ASSESSMENTS/ COMPREHENSIVE SITE INVESTIGATIONS

**Various Locations.** The collection of surface and subsurface soil samples, installation of temporary monitoring wells, and groundwater sampling. Reviewed analytical data, compared data to the Illinois EPA TACO SROs, and authored reports.

# CORINA FAREZ

PE, PG



Corina Farez has over 35 years of experience in geotechnical, geological, geophysical, and water resources engineering technologies. She has extensive experience in the performance and management of subsurface investigations, construction material inspection, geotechnical laboratory testing as well as engineering analysis, design, and recommendations for a wide range of geotechnical projects.

### CIRCLE INTERCHANGE RECONSTRUCTION

**Chicago, Illinois.** Subsurface exploration, laboratory testing and geotechnical engineering analyses to provide recommendations for the design and construction of bridges, retaining walls, and roadway sections.

### IRVING PARK ROAD BRIDGE OVER THE NORTH BRANCH OF THE CHICAGO RIVER

**Chicago, Illinois.** Subsurface investigations, laboratory testing, and geotechnical evaluations for the proposed improvements or complete replacement of the Irving Park Road (Route 19) Bridge.

# SHAUN A. LANGLEY

PH.D



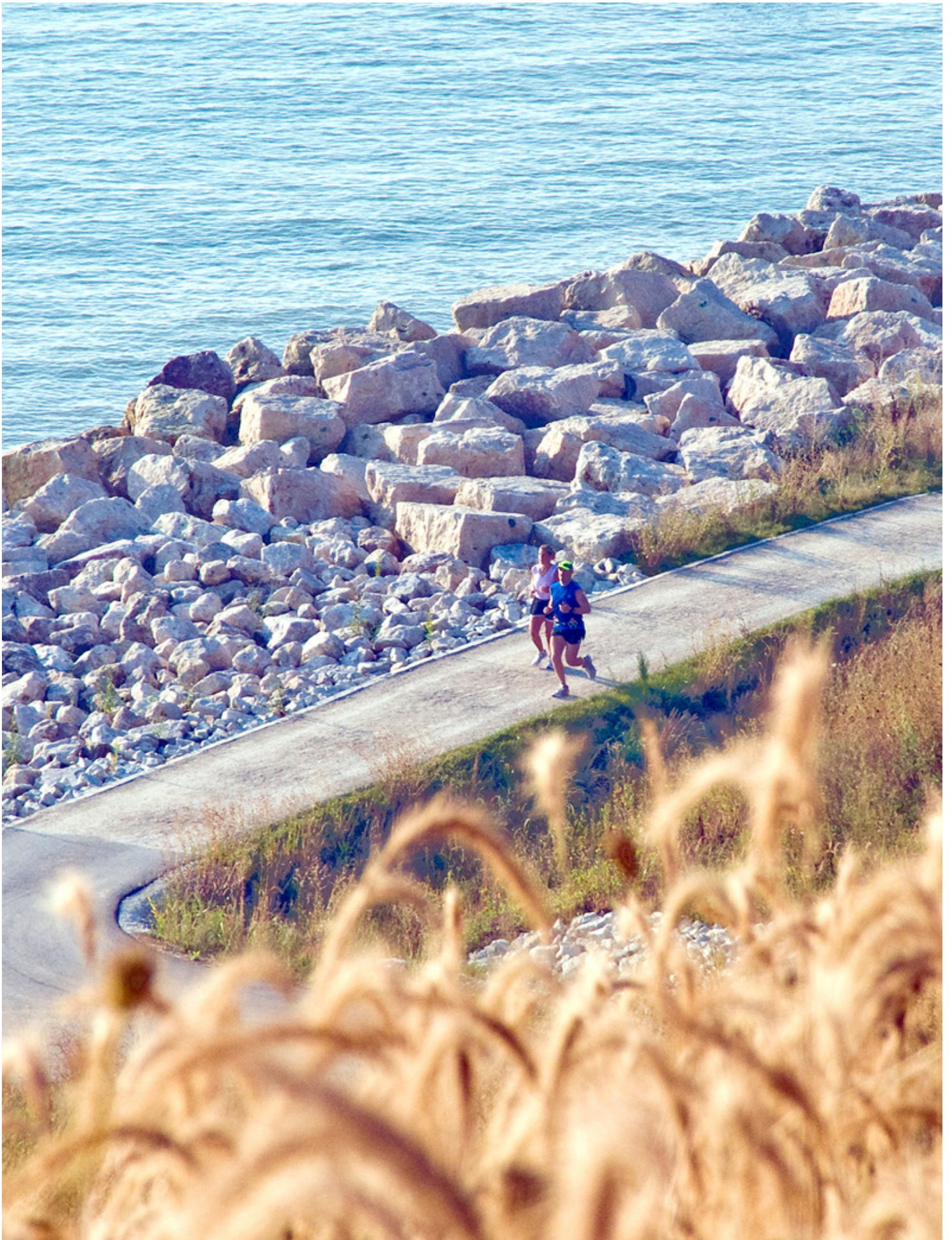
Dr. Shaun A. Langley is a Senior GIS Developer with over 5 years of experience specializing in applied spatial data analytics, modeling, database design, and GIS application development. Shaun joined Urban GIS in 2013 and has gone on to develop extensions, tools, and custom solutions for larger clients such as the Chicago Department of Transportation, Commonwealth Edison, and the Metropolitan Water Reclamation District of Greater Chicago.

## LAND RECORDS ASSESSMENT & SUPPORT GEODATABASE UPGRADE

**Philadelphia, Pennsylvania.** Recommended best-practices for a GIS upgrade, and provided on-call support during implementation.

## WATERSHED ASSESSMENT TOOL/NATIONAL STORMWATER PLANNING MODEL

**Louisville, Kentucky.** Custom Excel VBA application that allowed users to view results from the WAT/NSPM simulation package developed for the Louisville Metropolitan Sewer District.

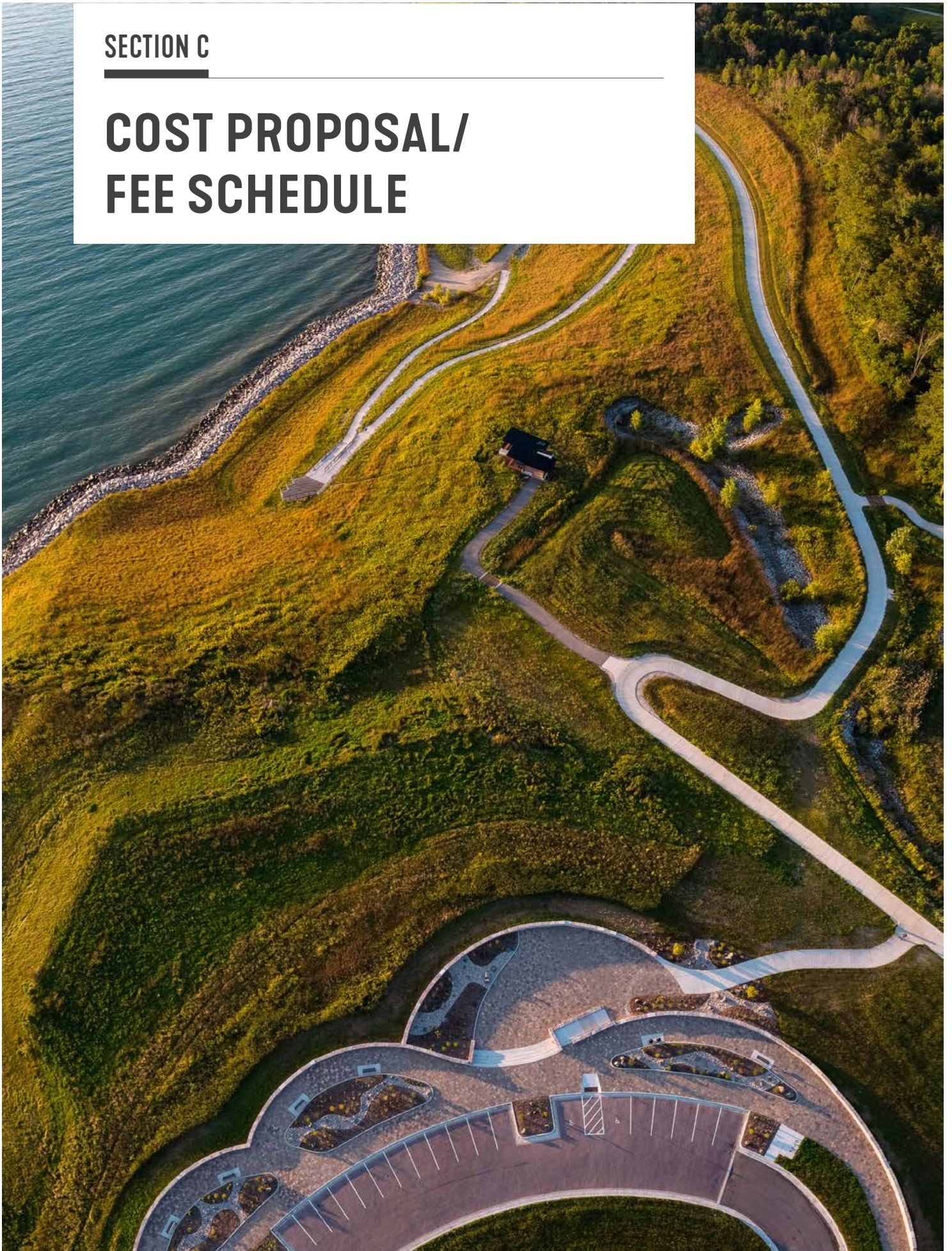






**SECTION C**

**COST PROPOSAL/  
FEE SCHEDULE**



## Cost Proposal/Fee Schedule

Name of Proposer SmithGroup

Date: Sept. 25, 2019

**I. BASIC SERVICES FEE**

Specification No. P-16015-066

INCLUDES OVERHEAD, PROFIT, SUB-CONSULTANT COSTS, AND ALL EXPENSES OTHER THAN APPROVED REIMBURSABLE EXPENSES AS DEFINED BELOW. “%” REPRESENTS PERCENT OF BASIC SERVICE FEE PAYABLE AT CONCLUSION OF EACH PHASE.

1.0 Phase 1 \$ 391,350 (100 %)

**TOTAL BASIC SERVICES FEE: \$ 391,350 (100 %)**

**II. REIMBURSABLE EXPENSES**

WHEN AUTHORIZED IN ADVANCE BY THE CPD, CERTAIN EXPENSES WILL BE REIMBURSED AT COST. INVOICES MUST BE PROVIDED.

REIMBURSABLE EXPENSES	ESTIMATED COST
Permit Fees	\$ N/A
Printing	\$ \$2,500
Charter Boat	\$ \$6,000
Other	\$ N/A
<b>TOTAL REIMBURSABLE EXPENSES</b>	<b>\$ \$8,500</b>

**III. TOTAL CONTRACT VALUE**

CALCULATE BY ADDING TOTAL BASIC SERVICES FEE AND TOTAL REIMBURSABLE EXPENSES. THE TOTAL CONTRACT VALUE SHOULD BE USED TO CALCULATE REQUIRED M/WBE PERCENTAGES.

**Total Contract Value** \$ 399,850

**IIIa. FUTURE BASIC SERVICES FEE**

- 01. Site Specific Urgent Repair each site \$ \$50,000 - \$100,000 ( %) Depending on site investigations
- 02. Site Specific Key Opportunity each site \$ \$40,000 - \$75,000 ( %) Depending on site investigations
- 03. Near Term and Long Term Strategies: \$ \$50,000 - \$75,000 ( %) Depending on number of specific sites
- 04. Public Meetings prep, event and summary each meeting: \$ \$20,000 - \$35,000 ( %) Depending on size, format, quantity
- 05. Reports each: \$ \$25,000 - \$40,000 ( %) Depending on size, format
- 06. Project Administration: \$ \$20,000 - \$40,000 ( %) Depending on duration
- 07. Expenses: \$ \$5,000 - \$25,000 ( %) Depending on # of specific sites, # of meetings, size of reports

**IV. ADDITIONAL SERVICES FEE RATES**

THESE RATES MAY BE USED TO DETERMINE COMPENSATION FOR (1) ADDITIONAL SERVICES WHICH MAY INCLUDE MAJOR REVISIONS TO DRAWINGS, SPECIFICATIONS, OR OTHER PROJECT DOCUMENTS OR (2) SERVICES NOT INCLUDED IN THE BASIC SERVICES.

<u>TITLE</u>	<u>DOLLARS PER HOUR</u>
A. Additional Site Visits	\$ <u>N/A</u>
B.	\$ _____
C.	\$ _____
D.	\$ _____
E.	\$ _____

V. FEE ANALYSIS (COSTS SHOULD BE INCLUDED IN THE TOTAL BASIC SERVICES FEE ABOVE)

<u>FIRM / SUBCONSULTANT</u>	<u>MBE</u>	<u>WBE</u>	<u>SCOPE OF SERVICES</u>	<u>FEE</u>
A. Huff & Huff, Inc.			Ecology / Natural Resources	\$ \$15,146
B. Urban GIS	X		Geodatabase/Ownership	\$ 34,000
C. AREA	X		Economics / Real Estate Analysis	\$ \$25,000
D. Women and Drones	X		Aerial Data Collection	\$ \$3,500
E. Muse		X	Community Engagement/ Social Equity	\$ \$25,000
F. GSG Consultants, Inc.	X		Environmental Engineering	\$ \$20,000
G. Wang Engineering, Inc.	X		Geotechnical Engineering	\$ \$17,500
H.				\$



(Signature)

Vice President

(Title)

SmithGroup

(Firm)

Sept. 25, 2019

(Date)

End of Cost Proposal/Fee Schedule



**SECTION D**

# **MBE & WBE COMPLIANCE**



# SCHEDULE A

## Statement of Prime Submitter Regarding Its MBE/WBE Utilization Plan

### TO BE COMPLETED BY SUBMITTER ONLY

Submitter: SmithGroup

Project: Districtwide Lakefront Shoreline Assessment and Strategic Action Plan, P-16015-066

Is the submitter a certified MBE/WBE? MBE:  Yes  No WBE:  Yes  No

If yes, attach all current Letters of Certification.

#### NOTE:

CERTIFICATION OF THE SUBMITTER AS AN **MBE** SATISFIES ONLY THE MBE GOAL; THE **WBE** GOAL MUST STILL BE MET.

CERTIFICATION OF THE SUBMITTER AS A **WBE** SATISFIES ONLY THE WBE GOAL; THE **MBE** GOAL MUST STILL BE MET.

CERTIFICATION OF THE SUBMITTER AS BOTH **MBE** AND **WBE** MAY SATISFY **ONE GOAL** ONLY.

The submitter intends to perform work in connection with this project as a:

#### GENDER:

- Male  
 Female

#### RACE/ETHNICITY:

- Black/African American  
 Hispanic American  
 Asian American  
 White American  
 Other \_\_\_\_\_

#### TYPE OF FIRM:

- Partnership  
 Sole Proprietorship  
 Corporation  
 Joint Venturer  
 Other \_\_\_\_\_

All MBE/WBE firms included in the following plan must be certified as such by a public or private organization such as the City of Chicago, Chicago Minority Supplier Development Council (CMSDC), Women Business Development Center (WBDC), and the Small Business Administration.

### I. Participation of MBE/WBE Firms

In determining the manner of MBE/WBE participation in the performance of this contract, the submitter shall consider involvement with MBE/WBE firms as joint venture partners, subcontractors, and suppliers of goods and services, either directly or indirectly.

- A. If submitter is a joint venturer and one or more joint venture partners are certified MBEs or WBEs, attach copies of Letters of Certification and a copy of the Joint Venture Agreement clearly describing the role of the MBE/WBE firm(s) and its ownership interest in the joint venture.
- B. Proposing MBE/WBE subcontractors/suppliers/consultants to perform work or supply goods or services not directly related to the performance of this contract is considered to be indirect participation.

MBE/WBE Subcontractors/Suppliers/Consultants:

1. Name of MBE/WBE: AREA
- Address: 914 South Wabash Avenue, Chicago, Illinois 60605 USA
- Contact Person: Maxine Mitchell Phone: 312-461-9332
- E-mail: MMitchell@areainc.net Fax: \_\_\_\_\_
- MBE/WBE Participation: Dollars \$ 25,000 Percent: 6.25 %
- Will this subcontractor be used for direct or indirect participation? (circle one)
- Schedule B and all current certification letters attached?  Yes  No

2. Name of MBE/WBE: Women and Drones  
Address: 2516 Waukegan Road, Suite 213, Glenview, Illinois 60025  
Contact Person: Sharon Rossmark Phone: 312-590-1907  
E-mail: sharon@womenanddrones.com Fax: \_\_\_\_\_  
MBE/WBE Participation: Dollars \$ 3,500 Percent: 0.88 %  
Will this subcontractor be used for direct or indirect participation? (circle one)  
Schedule B and all current certification letters attached?  Yes  No

3. Name of MBE/WBE: Muse  
Address: 1658 N. Milwaukee Ave. #277, Chicago, IL 60647  
Contact Person: Courtney D. Kashima, AICP Phone: 312-636-4624  
E-mail: courtney@musecommunitydesign.com Fax: \_\_\_\_\_  
MBE/WBE Participation: Dollars \$ 25,000 Percent: 6.25 %  
Will this subcontractor be used for direct or indirect participation? (circle one)  
Schedule B and all current certification letters attached?  Yes  No

4. Name of MBE/WBE: GSG Consultants, Inc.  
Address: 623 Cooper Court, Schaumburg, IL 60173  
Contact Person: David McCoy, PG Phone: 630-994-2606  
E-mail: dmccoy@gsg-consultants.com Fax: \_\_\_\_\_  
MBE/WBE Participation: Dollars \$ 20,000 Percent: 5.00 %  
Will this subcontractor be used for direct or indirect participation? (circle one)  
Schedule B and all current certification letters attached?  Yes  No

5. Name of MBE/WBE: Wang Engineering, Inc.  
Address: 1145 N Main Street, Lombard, Illinois 60148  
Contact Person: Liviu Iordache, PG Phone: 630-953-9928 ext. 1014  
E-mail: liordache@wangeng.com Fax: \_\_\_\_\_  
MBE/WBE Participation: Dollars \$ 17,500 Percent: 4.38 %  
Will this subcontractor be used for direct or indirect participation? (circle one)  
Schedule B and all current certification letters attached?  Yes  No

6. Name of MBE/WBE: Urban GIS  
Address: 1143 W Rundell Place, Suite 301, Chicago, IL 60607  
Contact Person: Taylor Morrison Phone: 312-666-7581  
E-mail: tm@urbangis.com Fax: \_\_\_\_\_  
MBE/WBE Participation: Dollars \$ 34,000 Percent: 8.50 %  
Will this subcontractor be used as direct or indirect participation? (circle one)  
Schedule B and all current certification letters attached?  Yes  No

7. Name of MBE/WBE: \_\_\_\_\_  
Address: \_\_\_\_\_  
Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_  
E-mail: \_\_\_\_\_ Fax: \_\_\_\_\_  
MBE/WBE Participation: Dollars \$ \_\_\_\_\_ Percent: \_\_\_\_\_ %  
Will this subcontractor be used for direct or indirect participation? (circle one)  
Schedule B and all current certification letters attached?  Yes  No

8. Name of MBE/WBE: \_\_\_\_\_  
Address: \_\_\_\_\_  
Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_  
E-mail: \_\_\_\_\_ Fax: \_\_\_\_\_  
MBE/WBE Participation: Dollars \$ \_\_\_\_\_ Percent: \_\_\_\_\_ %  
Will this subcontractor be used for direct or indirect participation? (circle one)  
Schedule B and all current certification letters attached?  Yes  No

9. Name of MBE/WBE: \_\_\_\_\_  
Address: \_\_\_\_\_  
Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_  
E-mail: \_\_\_\_\_ Fax: \_\_\_\_\_  
MBE/WBE Participation: Dollars \$ \_\_\_\_\_ Percent: \_\_\_\_\_ %  
Will this subcontractor be used for direct or indirect participation? (circle one)  
Schedule B and all current certification letters attached?  Yes  No

**Attach additional sheets as needed.**



**II. Summary of MBE/WBE Proposal:**

A. MBE Proposal:

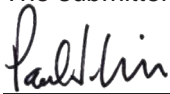
1. MBE Participation:

<u>MBE Firm Name</u>	Dollar Amount of Participation	Percent Amount of Participation
AREA	\$ 25,000	6.25 %
Women and Drones	\$ 3,500	0.88 %
Urban GIS	\$ 34,000	8.50 %
GSG Consultants, Inc.	\$ 20,000	5.00 %
Wang Engineering, Inc.	\$ 17,500	4.38 %
	\$	%
	\$	%
	\$	%
<b>Total MBE Participation:</b>	<b>\$ 100,000</b>	<b>25.01 %</b>

2. WBE Participation:

<u>WBE Firm Name</u>	Dollar Amount of Participation	Percent Amount of Participation
Muse	\$ 25,000	6.25 %
	\$	%
	\$	%
	\$	%
	\$	%
	\$	%
	\$	%
	\$	%
<b>Total WBE Participation:</b>	<b>\$ 25,000</b>	<b>6.25 %</b>

The submitter designates the following person as its MBE/WBE Liaison Officer:

  
 (Name and Title)

( 312 ) 641-6756  
 (Phone Number)

Paul.Wiese@SmithGroup.com  
 (E-mail address)

SCHEDULE B

Statement of Intent from MBE/WBE to Perform as Subcontractor, Supplier and/or Consultant
DO NOT FILL OUT OR SIGN THIS FORM IF YOU ARE THE PRIME SUBMITTER

Project: Districtwide Lakefront Shoreline Assessment and Strategic Action Plan, P-16015-066

From: Applied Real Estate Analysis, Inc. MBE: [X] Yes [ ] No
(Name of MBE/WBE Firm) WBE: [X] Yes [ ] No

To: SmithGroup and the Chicago Park District:
(Name of Prime Contractor-Submitter)

The undersigned intends to perform work in connection with the above projects as a:

- GENDER: [ ] Male [X] Female
RACE/ETHNICITY: [X] Black/African American [ ] Hispanic American [ ] Asian American [ ] White American [ ] Other
TYPE OF FIRM: [ ] Partnership [ ] Sole Proprietorship [X] Corporation [ ] Joint Venturer [ ] Other

The MBE/WBE status of the undersigned is confirmed by the attached current Letters of Certification from public or private entities such as the City of Chicago, the Chicago Minority Supplier Development Council (CMSDC), the Women's Business Development Center (WBDC), and the Small Business Administration.

Attach all current certification letters behind Schedule B.

The undersigned is prepared to provide the following services or supply the following goods in connection with the above project/contract:

Analysis of the potential economic impacts of rising water levels in Lake Michigan

The above described performance is offered for the following price and described terms of payment: \$25,000

If more space is needed to fully describe the MBE/WBE firm's proposed scope of work and/or payment schedule, attach additional sheets.

The undersigned will enter into a written agreement for the above work with you as prime contractor, conditioned upon your execution of a contract with the Chicago Park District, and will do so within (3) three working days of receipt of a signed contract from the Chicago Park District.

Signature: [Handwritten Signature] Date: 06/28/2019
(Signature of Owner or Authorized Agent of MBE/WBE)

Name/Title: Maxine V. Mitchell - President
(Print or Type Name and Title)

Address: 914 S. Wabash Avenue, Chicago IL 60605

Telephone: 312-461-9332 Fax: 312-461-0015

End of Schedule B



DEPARTMENT OF PROCUREMENT SERVICES

NOV 03 2015

CITY OF CHICAGO

Maxine Mitchell  
 APPLIED REAL ESTATE ANALYSIS, INC.  
 914 South Wabash Avenue  
 Chicago, IL 60605

Dear Maxine Mitchell:

We are pleased to inform you that **APPLIED REAL ESTATE ANALYSIS, INC.** has been recertified as a **Minority Business Enterprise ("MBE")** and **Women Business Enterprise ("WBE")** by the City of Chicago ("City"). This **MBE/WBE** certification is valid until **11/01/2020**; however your firm's certification must be revalidated annually. In the past the City has provided you with an annual letter confirming your certification; such letters will no longer be issued. As a consequence, we require you to be even more diligent in filing your **annual No-Change Affidavit 60 days** before your annual anniversary date.

It is now your responsibility to check the City's certification directory and verify your certification status. As a condition of continued certification during the five year period stated above, you must file an annual No-Change Affidavit. Your firm's **annual No-Change Affidavit** is due by, **11/01/2016, 11/01/2017, 11/01/2018, and 11/01/2019**. Please remember, you have an affirmative duty to file your **No-Change Affidavit 60 days** prior to the date of expiration. Failure to file your annual No-Change Affidavit may result in the suspension or rescission of your certification.

Your firm's five year certification will expire on **11/01/2020**. You have an affirmative duty to file for recertification **60 days** prior to the date of the five year anniversary date. Therefore, you must file for recertification by **09/01/2020**.

It is important to note that you also have an ongoing affirmative duty to notify the City of any changes in ownership or control of your firm, or any other fact affecting your firm's eligibility for certification **within 10 days** of such change. These changes may include but are not limited to a change of address, change of business structure, change in ownership or ownership structure, change of business operations, gross receipts and or personal net worth that exceed the program threshold. Failure to provide the City with timely notice of such changes may result in the suspension or rescission of your certification. In addition, you may be liable for civil penalties under Chapter 1-22, "False Claims", of the Municipal Code of Chicago.

Please note – you shall be deemed to have had your certification lapse and will be ineligible to participate as a **MBE/WBE** if you fail to:

- File your annual No-Change Affidavit within the required time period;
  - Provide financial or other records requested pursuant to an audit within the required time period;
  - Notify the City of any changes affecting your firm's certification **within 10 days** of such change;
- or

121 NORTH LASALLE STREET, ROOM 806, CHICAGO, ILLINOIS 60602

APPLIED REAL ESTATE ANALYSIS, INC.

Page 2 of 2

- File your recertification within the required time period.

Please be reminded of your contractual obligation to cooperate with the City with respect to any reviews, audits or investigation of its contracts and affirmative action programs. We strongly encourage you to assist us in maintaining the integrity of our programs by reporting instances or suspicions of fraud or abuse to the **City's Inspector General at [chicagoinspectorgeneral.org](http://chicagoinspectorgeneral.org), or 866-IG-TIPLINE (866-448-4754).**

Be advised that if you or your firm is found to be involved in certification, bidding and/or contractual fraud or abuse, the City will pursue decertification and debarment. In addition to any other penalty imposed by law, any person who knowingly obtains, or knowingly assists another in obtaining a contract with the City by falsely representing the individual or entity, or the individual or entity assisted is guilty of a misdemeanor, punishable by incarceration in the county jail for a period not to exceed six months, or a fine of not less than \$5,000 and not more than \$10,000 or both.

Your firm's name will be listed in the City's Directory of Minority and Women-Owned Business Enterprises in the specialty area(s) of:

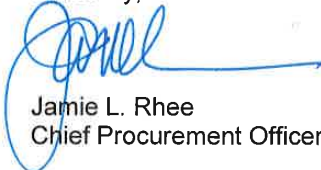
**NAICS Code(s):**

**531320 - Appraisal services, real estate**  
**531390 - Consultants', real estate**  
**541511 - Computer program or software development, custom**  
**541611 - Site location consulting services**  
**541611 - Strategic planning consulting services**  
**541690 - Economic consulting services**  
**541720 - Business research and development services**  
**541720 - Demographic research and development services**  
**541720 - Economic research and development services**  
**541720 - Social science research and development services**  
**541720 - Sociology research and development services**  
**541910 - Public opinion research services**  
**541910 - Sampling services, statistical**

Your firm's participation on City contracts will be credited only toward **Minority Business Enterprise and Women Business Enterprise** goals in your area(s) specialty. While your participation on City contracts is not limited to your area of specialty, credit toward goals will be given only for work that is self-performed and providing a commercially useful function that is done in the approved specialty category.

Thank you for your interest in the City's Minority and Women-Owned Business Enterprise (MBE/WBE) Program.

Sincerely,



Jamie L. Rhee  
Chief Procurement Officer

JLR/sl

**SCHEDULE B**

Statement of Intent from MBE/WBE to Perform as Subcontractor, Supplier and/or Consultant  
**DO NOT FILL OUT OR SIGN THIS FORM IF YOU ARE THE PRIME SUBMITTER**

Project: Chicago Park District Shoreline Study  
 From: Women And Drones, LLC MBE:  Yes  No  
(Name of MBE/WBE Firm) WBE:  Yes  No  
 To: \_\_\_\_\_ and the Chicago Park District:  
(Name of Prime Contractor-Submitter)

The undersigned intends to perform work in connection with the above projects as a:

<b>GENDER:</b>	<b>RACE/ETHNICITY:</b>	<b>TYPE OF FIRM:</b>
<input type="checkbox"/> Male	<input checked="" type="checkbox"/> Black/African American	<input type="checkbox"/> Partnership
<input checked="" type="checkbox"/> Female	<input type="checkbox"/> Hispanic American	<input type="checkbox"/> Sole Proprietorship
	<input type="checkbox"/> Asian American	<input type="checkbox"/> Corporation
	<input type="checkbox"/> White American	<input type="checkbox"/> Joint Venturer
	<input type="checkbox"/> Other _____	<input type="checkbox"/> Other <u>LLC</u>

The MBE/WBE status of the undersigned is confirmed by the attached current Letters of Certification from public or private entities such as the City of Chicago, the Chicago Minority Supplier Development Council (CMSDC), the Women's Business Development Center (WBDC), and the Small Business Administration.  
**Attach all current certification letters behind Schedule B.**

The undersigned is prepared to provide the following services or supply the following goods in connection with the above project/contract:

Drone Video Capture

The above described performance is offered for the following price and described terms of payment:

\$3,500/day

If more space is needed to fully describe the MBE/WBE firm's proposed scope of work and/or payment schedule, attach additional sheets.

The undersigned will enter into a written agreement for the above work with you as prime contractor, conditioned upon your execution of a contract with the Chicago Park District, and will do so within (3) three working days of receipt of a signed contract from the Chicago Park District.

Signature: [Signature] Date: 08/21/2019  
(Signature of Owner or Authorized Agent of MBE/WBE)

Name/Title: Sharon Rossmark, Chief Executive Officer  
(Print or Type Name and Title)

Address: 2516 Waukegan Road Suite 213, Glenview, IL 60025

Telephone: 312-590-1907 Fax: \_\_\_\_\_

**End of Schedule B**

## WOMEN AND DRONES

-----Original Message-----

From: State of Illinois Central Management Services <cms@diversitycompliance.com>

Sent: Friday, September 13, 2019 2:39 PM

To: Sharon Rossmark <sharon@womenanddrones.com>

Subject: CMS: Certification Approved

Sharon Rossmark  
Women And Drones LLC  
2516 Waukegan Road  
#213  
Glenview, IL 60025

Dear Business Owner:

Re: NCA Certification Approval Women/Minority Business Enterprise (WMBE) Certification Term Expires:  
September 12, 2020

Congratulations! After reviewing the No-Change Affidavit (NCA) information you supplied, we are pleased to inform you that your firm has been granted continued certification under the Business Enterprise Program (BEP) for Minorities, Females and Persons with Disabilities.

This certification is in effect with the State of Illinois until the date specified above as long as you continue to submit annual No -Change Affidavits and are found to still meet the requirements of the Program.

Your firm's name will appear in the State's Directory as a certified vendor with the BEP in the specialty area(s) of:

NIGP 03596: UNMANNED AERIAL VEHICLES (UAV), DRONES NIGP 90553: PILOT TRAINING  
SERVICES NIGP 92440: INSTRUCTOR-LED, CLASSROOM TRAINING, TECHNICAL

Your firm will only show up in in the database of BEP-certified vendors under the NIGP codes listed above, so PLEASE REVIEW THE LIST CAREFULLY TO ENSURE THAT ALL RELEVANT NIGP CODES ARE INCLUDED.

Also, please be advised that this certification does not guarantee that you will receive a State contract. Please visit the Vendor Registration page on [www.opportunities.illinois.gov](http://www.opportunities.illinois.gov) and be sure to register with each of the Procurement Bulletins listed so that you are notified of upcoming solicitations in your NIGP codes. Certification

Thank you for your participation in the BEP. We welcome your participation and wish you continued success.

Sincerely,

Carlos Gutiérrez  
Certification Manager  
Business Enterprise Program

This message was sent to: [sharon@womenanddrones.com](mailto:sharon@womenanddrones.com)  
Sent on: 9/13/2019 2:39:05 PM  
System ReferenceID: 89576616

**SCHEDULE B**

Statement of Intent from MBE/WBE to Perform as Subcontractor, Supplier and/or Consultant  
**DO NOT FILL OUT OR SIGN THIS FORM IF YOU ARE THE PRIME SUBMITTER**

Project: Districtwide Lakefront Shoreline Assessment and Strategic Action Plan, P-16015-066

From: GSG Consultants, Inc. MBE:  Yes  No  
 (Name of MBE/WBE Firm) WBE:  Yes  No

To: SmithGroup and the Chicago Park District:  
 (Name of Prime Contractor-Submitter)

The undersigned intends to perform work in connection with the above projects as a:

- |  |   |  |
|--|---|--|
| <b>GENDER:</b>                           | <b>RACE/ETHNICITY:</b>                                | <b>TYPE OF FIRM:</b>                         |
| <input checked="" type="checkbox"/> Male | <input type="checkbox"/> Black/African American       | <input type="checkbox"/> Partnership         |
| <input type="checkbox"/> Female          | <input checked="" type="checkbox"/> Hispanic American | <input type="checkbox"/> Sole Proprietorship |
|  | <input type="checkbox"/> Asian American               | <input type="checkbox"/> Corporation         |
|  | <input type="checkbox"/> White American               | <input type="checkbox"/> Joint Venturer      |
|  | <input type="checkbox"/> Other _____                  | <input type="checkbox"/> Other _____         |

The MBE/WBE status of the undersigned is confirmed by the attached current Letters of Certification from public or private entities such as the City of Chicago, the Chicago Minority Supplier Development Council (CMSDC), the Women's Business Development Center (WBDC), and the Small Business Administration.

**Attach all current certification letters behind Schedule B.**

The undersigned is prepared to provide the following services or supply the following goods in connection with the above project/contract:

Environmental Engineering Services  
 \_\_\_\_\_  
 \_\_\_\_\_

The above described performance is offered for the following price and described terms of payment: \$20,000  
 \_\_\_\_\_  
 \_\_\_\_\_

If more space is needed to fully describe the MBE/WBE firm's proposed scope of work and/or payment schedule, attach additional sheets.

The undersigned will enter into a written agreement for the above work with you as prime contractor, conditioned upon your execution of a contract with the Chicago Park District, and will do so within (3) three working days of receipt of a signed contract from the Chicago Park District.

Signature:  Date: 6/20/19  
 (Signature of Owner or Authorized Agent of MBE/WBE)

Name/Title: Ala Sassila  
 (Print or Type Name and Title)

Address: 623 Cooper Ct. Schaumburg, IL 60173

Telephone: 630-994-2600 Fax: 312-733-5612

**End of Schedule B**



DEPARTMENT OF PROCUREMENT SERVICES  
CITY OF CHICAGO

DEC 21 2016

Guillermo Garcia  
GSG Consultants, Inc.

Dear Guillermo Garcia:

We are pleased to inform you that **GSG Consultants, Inc.** has been recertified as a **Minority-Owned Business Enterprise ("MBE")** by the City of Chicago ("City"). This **MBE** certification is valid until **12/15/2021**; however your firm's certification must be revalidated annually. In the past the City has provided you with an annual letter confirming your certification; such letters will no longer be issued. As a consequence, we require you to be even more diligent in filing your **annual No-Change Affidavit 60 days** before your annual anniversary date.

It is now your responsibility to check the City's certification directory and verify your certification status. As a condition of continued certification during the five year period stated above, you must file an annual No-Change Affidavit. Your firm's **annual No-Change Affidavit** is due by **12/15/2017, 12/15/2018, 12/15/2019, and 12/15/2020**. Please remember, you have an affirmative duty to file your **No-Change Affidavit 60 days** prior to the date of expiration. Failure to file your annual No-Change Affidavit may result in the suspension or rescission of your certification.

Your firm's five year certification will expire on **12/15/2021**. You have an affirmative duty to file for recertification **60 days** prior to the date of the five year anniversary date. Therefore, you must file for recertification by **10/15/2021**.

It is important to note that you also have an ongoing affirmative duty to notify the City of any changes in ownership or control of your firm, or any other fact affecting your firm's eligibility for certification **within 10 days** of such change. These changes may include but are not limited to a change of address, change of business structure, change in ownership or ownership structure, change of business operations, gross receipts and or personal net worth that exceed the program threshold. Failure to provide the City with timely notice of such changes may result in the suspension or rescission of your certification. In addition, you may be liable for civil penalties under Chapter 1-22, "False Claims", of the Municipal Code of Chicago.

Please note – you shall be deemed to have had your certification lapse and will be ineligible to participate as a **MBE** if you fail to:

- File your annual No-Change Affidavit within the required time period;

121 NORTH LASALLE STREET, ROOM 806, CHICAGO ILLINOIS 60602



GSG Consultants, Inc.

DEC 21 2016

Page 2 of 2

- Provide financial or other records requested pursuant to an audit within the required time period;
- Notify the City of any changes affecting your firm's certification **within 10 days** of such change; or
- File your recertification within the required time period.

Please be reminded of your contractual obligation to cooperate with the City with respect to any reviews, audits or investigation of its contracts and affirmative action programs. We strongly encourage you to assist us in maintaining the integrity of our programs by reporting instances or suspicions of fraud or abuse to the **City's Inspector General at [chicagoinspectorgeneral.org](http://chicagoinspectorgeneral.org), or 866-IG-TIPLINE (866-448-4754).**

Be advised that if you or your firm is found to be involved in certification, bidding and/or contractual fraud or abuse, the City will pursue decertification and debarment. In addition to any other penalty imposed by law, any person who knowingly obtains, or knowingly assists another in obtaining a contract with the City by falsely representing the individual or entity, or the individual or entity assisted is guilty of a misdemeanor, punishable by incarceration in the county jail for a period not to exceed six months, or a fine of not less than \$5,000 and not more than \$10,000 or both.

Your firm's name will be listed in the City's Directory of Minority and Women-Owned Business Enterprises in the specialty area(s) of:

**NAICS Code(s):**

- 236220 - Construction management, commercial and institutional building**
- 237310 - Construction management, highway, road, street, bridge**
- 238910 - Soil testing drilling**
- 541330 - Civil engineering services**
- 541380 - Geotechnical testing laboratories or services**
- 541620 - Environmental Consulting Services**
- 541690 - Safety consulting services**

Your firm's participation on City contracts will be credited only toward **Minority-Owned Business Enterprise** goals in your area(s) specialty. While your participation on City contracts is not limited to your area of specialty, credit toward goals will be given only for work that is self-performed and providing a commercially useful function that is done in the approved specialty category.

Thank you for your interest in the City's Minority and Women-Owned Business Enterprise (MBE/WBE) Program.

Sincerely,



Rich Butler  
First Deputy Procurement Officer  
RB/sg



SCHEDULE B

Statement of Intent from MBE/WBE to Perform as Subcontractor, Supplier and/or Consultant
DO NOT FILL OUT OR SIGN THIS FORM IF YOU ARE THE PRIME SUBMITTER

Project: Districtwide Lakefront Shoreline Assessment and Strategic Action Plan, P-16015-066

From: Wang Engineering, Inc. MBE: [X] Yes [ ] No
(Name of MBE/WBE Firm) WBE: [ ] Yes [ ] No

To: SmithGroup and the Chicago Park District:
(Name of Prime Contractor-Submitter)

The undersigned intends to perform work in connection with the above projects as a:

- GENDER: [X] Male [ ] Female
RACE/ETHNICITY: [ ] Black/African American [ ] Hispanic American [X] Asian American [ ] White American [ ] Other
TYPE OF FIRM: [ ] Partnership [ ] Sole Proprietorship [X] Corporation [ ] Joint Venturer [ ] Other

The MBE/WBE status of the undersigned is confirmed by the attached current Letters of Certification from public or private entities such as the City of Chicago, the Chicago Minority Supplier Development Council (CMSDC), the Women's Business Development Center (WBDC), and the Small Business Administration.

Attach all current certification letters behind Schedule B.

The undersigned is prepared to provide the following services or supply the following goods in connection with the above project/contract:

Geotechnical Engineering Services

The above described performance is offered for the following price and described terms of payment: \$17,500.00

If more space is needed to fully describe the MBE/WBE firm's proposed scope of work and/or payment schedule, attach additional sheets.

The undersigned will enter into a written agreement for the above work with you as prime contractor, conditioned upon your execution of a contract with the Chicago Park District, and will do so within (3) three working days of receipt of a signed contract from the Chicago Park District.

Signature: [Signature] Date: 06/19/2019
(Signature of Owner or Authorized Agent of MBE/WBE)

Name/Title: Paul Wang, President
(Print or Type Name and Title)

Address: 1145 North Main Street, Lombard, Illinois 60148

Telephone: 630.953.9928 Fax:

End of Schedule B



**TONI PRECKWINKLE**

PRESIDENT  
Cook County Board  
of Commissioners

BRANDON JOHNSON  
1st District

DENNIS DEER  
2nd District

BILL LOWRY  
3rd District

STANLEY MOORE  
4th District

DEBORAH SIMS  
5th District

DONNA MILLER  
6th District

ALMA E. ANAYA  
7th District

LUIS ARROYO, JR.  
8th District

PETER N. SILVESTRI  
9th District

BRIDGET GAINER  
10th District

JOHN P. DALEY  
11th District

BRIDGET DEGNEN  
12th District

LARRY SUFFREDIN  
13th District

SCOTT R. BRITTON  
14th District

KEVIN B. MORRISON  
15th District

JEFFREY R. TOBOLSKI  
16th District

SEAN M. MORRISON  
17th District

OFFICE OF CONTRACT COMPLIANCE

**EDWARD H. OLIVIERI**

DIRECTOR

118 N. Clark, County Building, Room 1020 • Chicago, Illinois 60602 • (312) 603-5502

March 7, 2019

Mr. Paul Wang, President  
Wang Engineering, Inc.  
1145 N. Main Street  
Lombard, IL 60148

**Annual Certification Expires: March 7, 2020**

Dear Mr. Wang:

Congratulations on your continued eligibility for Certification as a **Minority-owned Business Enterprise (MBE)** by Cook County Government. This certification is valid until **March 7, 2020**; however, you must re-validate your firms' certification annually.

As a condition of continued Certification during the five (5) year term, you must file an annual "**Re-Certification Affidavit**" within **sixty (60) business days** prior to the date of the annual expiration. Failure to file this Affidavit may result in the termination of your Certification. You must notify Cook County's Office of Contract Compliance of any change in ownership or control or any other matters or facts affecting your firm's eligibility for Certification within **fifteen (15) business days** of such change.

Cook County Government may commence action to remove your firm as a certified vendor if you fail to notify us of any changes of facts affecting your firm's Certification, or if your firm otherwise fails to cooperate with the County in any inquiry or investigation. Removal of your status may also be commenced if your firm is found to be involved in bidding or contractual irregularities.

Your firm's name will be listed in Cook County's Directory of certified firms in the following area(s) of specialty:

**Licensed Professional Services: Construction Services – Geotechnical Engineering;  
Construction Management and Inspection; Construction Materials Testing**

Your firm's participation on Cook County contracts will be credited toward **MBE** goals in your area(s) of specialty. While your participation on Cook County contracts is not limited to your specialty, credit toward **MBE** goals will be given only for work done in the specialty category.

Thank you for your continued interest in Cook County Government's Minority, Women and Veteran Business Enterprise Programs.

Sincerely,

Edward H. Olivieri  
Contract Compliance Director

EHO/ek

\$ Fiscal Responsibility • Innovative Leadership • Transparency & Accountability • Improved Services

**SCHEDULE B**

Statement of Intent from MBE/WBE to Perform as Subcontractor, Supplier and/or Consultant  
 DO NOT FILL OUT OR SIGN THIS FORM IF YOU ARE THE PRIME SUBMITTER

Project: Districtwide Lakefront Shoreline Assessment and Strategic Action Plan, P-16015-066

From: Urban GIS, Inc. MBE:  Yes  No  
(Name of MBE/WBE Firm) WBE:  Yes  No

To: SmithGroup and the Chicago Park District:  
(Name of Prime Contractor-Submitter)

The undersigned intends to perform work in connection with the above projects as a:

- |  |  |   |
|--|--|---|
| <b>GENDER:</b>                           | <b>RACE/ETHNICITY:</b>                                     | <b>TYPE OF FIRM:</b>                            |
| <input checked="" type="checkbox"/> Male | <input checked="" type="checkbox"/> Black/African American | <input type="checkbox"/> Partnership            |
| <input type="checkbox"/> Female          | <input type="checkbox"/> Hispanic American                 | <input type="checkbox"/> Sole Proprietorship    |
|  | <input type="checkbox"/> Asian American                    | <input checked="" type="checkbox"/> Corporation |
|  | <input type="checkbox"/> White American                    | <input type="checkbox"/> Joint Venturer         |
|  | <input type="checkbox"/> Other _____                       | <input type="checkbox"/> Other _____            |

The MBE/WBE status of the undersigned is confirmed by the attached current Letters of Certification from public or private entities such as the City of Chicago, the Chicago Minority Supplier Development Council (CMSDC), the Women's Business Development Center (WBDC), and the Small Business Administration.  
**Attach all current certification letters behind Schedule B.**

The undersigned is prepared to provide the following services or supply the following goods in connection with the above project/contract.

Geographic Information Systems geodatabase

The above described performance is offered for the following price and described terms of payment:  
\$34,000

If more space is needed to fully describe the MBE/WBE firm's proposed scope of work and/or payment schedule, attach additional sheets.

The undersigned will enter into a written agreement for the above work with you as prime contractor, conditioned upon your execution of a contract with the Chicago Park District, and will do so within (3) three working days of receipt of a signed contract from the Chicago Park District.

Signature: Keith A. Searles Date: 8/21/19  
(Signature of Owner or Authorized Agent of MBE/WBE)

Name/Title: Keith A. Searles CEO  
(Print or Type Name and Title)

Address: 1443 W. Rundell Pl. Ste #301, Chicago, IL 60607

Telephone: 312-666-2581 Fax: 877-815-4450

**End of Schedule B**



## DEPARTMENT OF PROCUREMENT SERVICES

## CITY OF CHICAGO

JAN 16 2015

Keith A. Searles  
Urban GIS, Inc  
1143 W. Rundell Place  
Chicago, IL 60607

Dear Keith A. Searles:

We are pleased to inform you that **Urban GIS, Inc.** has been certified as a **Minority-Owned Business Enterprise (“MBE”)** by the City of Chicago (“City”). This **MBE** certification is valid until **1/1/2020**; however your firm’s certification must be revalidated annually. In the past the City has provided you with an annual letter confirming your certification; such letters will no longer be issued. As a consequence, we require you to be even more diligent in filing your **annual No-Change Affidavit 60 days** before your annual anniversary date.

It is now your responsibility to check the City’s certification directory and verify your certification status. As a condition of continued certification during the five year period stated above, you must file an annual No-Change Affidavit. Your firm’s **annual No-Change Affidavit** is due by **1/1/2016, 1/1/2017, 1/1/2018, and 1/1/2019**. Please remember, you have an affirmative duty to file your **No-Change Affidavit 60 days** prior to the date of expiration. Failure to file your annual No-Change Affidavit may result in the suspension or rescission of your certification.

Your firm’s five year certification will expire on **1/1/2020**. You have an affirmative duty to file for recertification **60 days** prior to the date of the five year anniversary date. Therefore, you must file for recertification by **11/1/2019**.

It is important to note that you also have an ongoing affirmative duty to notify the City of any changes in ownership or control of your firm, or any other fact affecting your firm’s eligibility for certification **within 10 days** of such change. These changes may include but are not limited to a change of address, change of business structure, change in ownership or ownership structure, change of business operations, gross receipts and or personal net worth that exceed the program threshold. Failure to provide the City with timely notice of such changes may result in the suspension or rescission of your certification. In addition, you may be liable for civil penalties under Chapter 1-22, “False Claims”, of the Municipal Code of Chicago.

121 NORTH LASALLE STREET, ROOM 806, CHICAGO, ILLINOIS 60602

JAN 16 2015

Urban GIS, Inc.

Page 2 of 2

Please note – you shall be deemed to have had your certification lapse and will be ineligible to participate as a **MBE** if you fail to:

- File your annual No-Change Affidavit within the required time period;
- Provide financial or other records requested pursuant to an audit within the required time period;
- Notify the City of any changes affecting your firm's certification **within 10 days** of such change; or
- File your recertification within the required time period.

Please be reminded of your contractual obligation to cooperate with the City with respect to any reviews, audits or investigation of its contracts and affirmative action programs. We strongly encourage you to assist us in maintaining the integrity of our programs by reporting instances or suspicions of fraud or abuse to the **City's Inspector General at [chicagoinspectorgeneral.org](http://chicagoinspectorgeneral.org), or 866-IG-TIPLINE (866-448-4754).**

Be advised that if you or your firm is found to be involved in certification, bidding and/or contractual fraud or abuse, the City will pursue decertification and debarment. In addition to any other penalty imposed by law, any person who knowingly obtains, or knowingly assists another in obtaining a contract with the City by falsely representing the individual or entity, or the individual or entity assisted is guilty of a misdemeanor, punishable by incarceration in the county jail for a period not to exceed six months, or a fine of not less than \$5,000 and not more than \$10,000 or both.

Your firm's name will be listed in the City's Directory of Minority and Women-Owned Business Enterprises in the specialty area(s) of:

**NAICS Code(s):**

**541370 – Geographic Information System (GIS) Base Mapping Services**

Your firm's participation on City contracts will be credited only toward **Minority-Owned Business Enterprise** goals in your area(s) specialty. While your participation on City contracts is not limited to your area of specialty, credit toward goals will be given only for work that is self-performed and providing a commercially useful function that is done in the approved specialty category.

Thank you for your interest in the City's Minority and Women-Owned Business Enterprise (MBE/WBE) Program.

Sincerely,



Jamie L. Rhee  
Chief Procurement Officer  
JLR/ab

SCHEDULE B

Statement of Intent from MBE/WBE to Perform as Subcontractor, Supplier and/or Consultant
DO NOT FILL OUT OR SIGN THIS FORM IF YOU ARE THE PRIME SUBMITTER

Project: Districtwide Lakefront Shoreline Assessment and Strategic Action Plan, P-16015-066

From: Muse Community + Design
(Name of MBE/WBE Firm) MBE: [ ] Yes [ ] No
WBE: [x] Yes [ ] No

To: SmithGroup and the Chicago Park District:
(Name of Prime Contractor-Submitter)

The undersigned intends to perform work in connection with the above projects as a:

- GENDER: [ ] Male, [x] Female
RACE/ETHNICITY: [ ] Black/African American, [ ] Hispanic American, [ ] Asian American, [x] White American, [ ] Other
TYPE OF FIRM: [ ] Partnership, [x] Sole Proprietorship, [ ] Corporation, [ ] Joint Venturer, [ ] Other

The MBE/WBE status of the undersigned is confirmed by the attached current Letters of Certification from public or private entities such as the City of Chicago, the Chicago Minority Supplier Development Council (CMSDC), the Women's Business Development Center (WBDC), and the Small Business Administration.

Attach all current certification letters behind Schedule B.

The undersigned is prepared to provide the following services or supply the following goods in connection with the above project/contract:
urban planning analysis and community engagement

\_\_\_\_\_

The above described performance is offered for the following price and described terms
of payment: \$37,500 invoiced monthly

\_\_\_\_\_

If more space is needed to fully describe the MBE/WBE firm's proposed scope of work and/or payment schedule, attach additional sheets.

The undersigned will enter into a written agreement for the above work with you as prime contractor, conditioned upon your execution of a contract with the Chicago Park District, and will do so within (3) three working days of receipt of a signed contract from the Chicago Park District.

Signature: [Signature] Date: 6/24/19
(Signature of Owner or Authorized Agent of MBE/WBE)

Name/Title: Courtney Kashima, AICP Founding Principal
(Print or Type Name and Title)

Address: 1658 N. Milwaukee Ave., #277, Chicago, IL 60647

Telephone: 312-636-4624 Fax: n/a

End of Schedule B



DEPARTMENT OF PROCUREMENT SERVICES  
CITY OF CHICAGO

**MAR 12 2015**

Courtney Kashima  
dba Muse Community + Design



Dear Courtney Kashima:

We are pleased to inform you that **Muse Community + Design** has been certified as a **Women-Owned Business Enterprise (“WBE”)** by the City of Chicago (“City”). This **WBE** certification is valid until **3/15/2020**; however your firm’s certification must be revalidated annually. In the past the City has provided you with an annual letter confirming your certification; such letters will no longer be issued. As a consequence, we require you to be even more diligent in filing your **annual No-Change Affidavit 60 days** before your annual anniversary date.

It is now your responsibility to check the City’s certification directory and verify your certification status. As a condition of continued certification during the five year period stated above, you must file an annual No-Change Affidavit. Your firm’s **annual No-Change Affidavit** is due by **3/15/2016, 3/15/2017, 3/15/2018, and 3/15/2019**. Please remember, you have an affirmative duty to file your **No-Change Affidavit 60 days** prior to the date of expiration. Failure to file your annual No-Change Affidavit may result in the suspension or rescission of your certification.

Your firm’s five year certification will expire on **3/15/2020**. You have an affirmative duty to file for recertification **60 days** prior to the date of the five year anniversary date. Therefore, you must file for recertification by **1/15/2020**.

It is important to note that you also have an ongoing affirmative duty to notify the City of any changes in ownership or control of your firm, or any other fact affecting your firm’s eligibility for certification **within 10 days** of such change. These changes may include but are not limited to a change of address, change of business structure, change in ownership or ownership structure, change of business operations, gross receipts and or personal net worth that exceed the program threshold. Failure to provide the City with timely notice of such changes may result in the suspension or rescission of your certification. In addition, you may be liable for civil penalties under Chapter 1-22, “False Claims”, of the Municipal Code of Chicago.

121 NORTH LASALLE STREET, ROOM 806, CHICAGO ILLINOIS 60602



**MAR 12 2015**

Courtney Kashima dba Muse Community + Design

Page 2 of 2

Please note – you shall be deemed to have had your certification lapse and will be ineligible to participate as a **WBE** if you fail to:

- File your annual No-Change Affidavit within the required time period;
- Provide financial or other records requested pursuant to an audit within the required time period;
- Notify the City of any changes affecting your firm's certification **within 10 days** of such change; or
- File your recertification within the required time period.

Please be reminded of your contractual obligation to cooperate with the City with respect to any reviews, audits or investigation of its contracts and affirmative action programs. We strongly encourage you to assist us in maintaining the integrity of our programs by reporting instances or suspicions of fraud or abuse to the **City's Inspector General at [chicagoinspectorgeneral.org](http://chicagoinspectorgeneral.org), or 866-IG-TIPLINE (866-448-4754).**

Be advised that if you or your firm is found to be involved in certification, bidding and/or contractual fraud or abuse, the City will pursue decertification and debarment. In addition to any other penalty imposed by law, any person who knowingly obtains, or knowingly assists another in obtaining a contract with the City by falsely representing the individual or entity, or the individual or entity assisted is guilty of a misdemeanor, punishable by incarceration in the county jail for a period not to exceed six months, or a fine of not less than \$5,000 and not more than \$10,000 or both.

Your firm's name will be listed in the City's Directory of Minority and Women-Owned Business Enterprises in the specialty area(s) of:

**NAICS Code(s):**


**Only the following descriptions can be used which excludes Landscape Architectural Services.**

- 541320 - City planning services**
- 541320 - Land use planning services**
- 541320 - Town planning services**
- 541320 - Urban planning services**

Your firm's participation on City contracts will be credited only toward **Women-Owned Business Enterprise** goals in your area(s) specialty. While your participation on City contracts is not limited to your area of specialty, credit toward goals will be given only for work that is self-performed and providing a commercially useful function that is done in the approved specialty category.

Thank you for your interest in the City's Minority and Women-Owned Business Enterprise (MBE/WBE) Program.

Sincerely,



Jamie L. Rhee  
Chief Procurement Officer  
JLR/mm



**SECTION E**

---

# **INSURANCE REQUIREMENTS**







# Design a Better Future

**SMITHGROUP**

smithgroup.com  
312.641.0770

35 East Wacker Drive  
Suite 900  
Chicago, Illinois 60601