



**DEPARTMENT OF PROCUREMENT SERVICES  
NON-COMPETITIVE REVIEW BOARD (NCRB) APPLICATION**

Complete this cover form and the **Non-Competitive Procurement Application Worksheet** in detail. Refer to the page entitled "Instructions for Non-Competitive Procurement Application" for completing this application in accordance with its policy regarding NCRB. Complete "other" subject area if additional information is needed. Subject areas must be fully completed and responses merely referencing attachments will not be accepted and will be immediately rejected.

<b>Department</b>	<b>Originator Name</b>	<b>Telephone</b>	<b>Date</b>	<b>Signature of Application Author</b>
Mayor's Office Contract Liaison Wanda Gonzalez	Elizabeth Beatty Email Contract Liaison wanda.gonzalez@cityofchicago.org	4-7350 Telephone 4-3872	09/01/22	

**List Name of NCRB Attendees/Department**

Elizabeth Beatty	Office of the Mayor
Patrick Hall	Office of the Mayor
Wanda Gonzalez	Office of the Mayor

*Rec'd*  
OCT 27 2022  
*gn*

Request NCRB review be conducted for the product(s) and/or service(s) described herein.

**Company: Blaida and Associates LLC**  
**Contact Person:** Derek Blaida      **Phone:** 312.714.5172      **Email:** derekblaida@gmail.com  
**Project Description:** Legislative Consulting Services

This is a request for:

New Contract

Amendment / Modification

Contract Type

Type of Modification

Blanket Agreement      Term: 12 (# of mo)  
 Standard Agreement

Time Extension       Vendor Limit Increase       Scope Change  
 Contract Number: \_\_\_\_\_  
 Specification Number: \_\_\_\_\_  
 Modification Number: \_\_\_\_\_

<b>Department Request Approval</b>  DEPARTMENT HEAD OR DESIGNEE Helen Elizabeth Beatty PRINT NAME DATE: <u>9.22.2022</u>	<b>Recommended Approval</b>  BOARD CHAIRPERSON Steven M. Lohoda PRINT NAME DATE: <u>DEC 16 2022</u>
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**(FOR NCRB USE ONLY)**

Recommend Approval/Date: \_\_\_\_\_

Return to Department/Date: \_\_\_\_\_

Rejected/Date: \_\_\_\_\_

Approved       Rejected

Wanda Gonzalez  
 CHIEF PROCUREMENT OFFICER  
 DATE: DEC 16 2022



**DEPARTMENT OF PROCUREMENT SERVICES  
NON-COMPETITIVE REVIEW BOARD (NCRB) APPLICATION  
JUSTIFICATION FOR NON-COMPETITIVE PROCUREMENT WORKSHEET**

**All applicable information on this worksheet must be addressed using each question found on the "Instructions for Non-Competitive Procurement Application" in this application.**

**Justification for Non-Competitive Procurement Worksheet**

**PROCUREMENT HISTORY**

1. Due to the importance of state funding, legislation, and administrative actions to the operations and finances of the City, the City of Chicago has consistently had a presence in Springfield. Historically, this team has been composed of a number of City employees, as well as one or more professional legislative consultants. The City requires the services of a consultant with extensive knowledge of the state legislative process and the people that work within that process. As such, it is important to maintain outside representation continuously. Such a consultant provides advice and insight regarding state legislative matters and furthers the City's interests in initiatives taking place at the state level.

Blaida and Associates ("Consultant") has served as one of such consultants over the past few years. The Consultant was engaged through the non-competitive procurement process on the basis of Consultant's background, expertise on state and city issues, understanding of the legislative process, and institutional knowledge. Based on Consultant's expertise and performance to date, it was determined it would be beneficial for the City to continue this engagement.

2. The City first contracted with the Consultant for these services in May of 2015 (P.O. 31995). That contract subsequently expired on 5/17/2016. We requested a new contract effective as of May 18, 2016 for 12 months plus a 12-month extension option which was granted (P.O. 46856). The contract then expired on May 17, 2018 and a new contract was requested for the period beginning on May 18, 2018 for 12 months and a 12-month extension option. P.O. 87989 authorized a 19-month extension per the board's recommendation. Consultant was then engaged, via P.O. 155978, for a term beginning on December 18, 2020 through December 17, 2021. The City then elected to exercise the one-year extension option therein such that Consultant is currently under contract through December 17, 2022.

3. There have been no efforts to competitively bid this requirement as it is believed the Consultant is uniquely situated to be the provider of the required services to the City.

4. Proposals were not solicited due to the specific nature of the duties to be performed.

5. It is possible that there will be future requests made for the services of the Consultant. This will depend on the City's needs and the performance of the Consultant.

6. The expertise and qualifications that are critical to legislative consulting - including relationships within both City government and state government, as well as a history with and understanding of the needs and priorities of the City and how these needs and priorities intersect with state policy, regulation, legislation, and funding - are often specific to an individual. As such, it is likely that such services will continue to be procured through the public non-competitive procurement process.

**ESTIMATED COST**

1. We estimate the cost of this contract to be \$10,500/month on a year round basis, making the estimated cost per fiscal year \$126,000.

2. \$126,000

3. Consultant is currently under contract at a rate of \$9,000/month but is requesting an increase to \$10,500/month. The increased rate reflects the higher cost of goods and services necessary to perform on behalf of the City in Springfield and is lower than the resulting figure had Consultant simply applied the consumer price index inflation adjustment to the previous contract rate.

4. The proposed contract rate is slightly higher than the Consultant's rate under the current contract. The cost of the contract is based on the Consultant experience and expertise; the travel, time, and "24/7 on call" requirements of the



**DEPARTMENT OF PROCUREMENT SERVICES  
NON-COMPETITIVE REVIEW BOARD (NCRB) APPLICATION  
JUSTIFICATION FOR NON-COMPETITIVE PROCUREMENT WORKSHEET**

engagement. The Consultant's almost 15 years of experience in state legislative affairs, as well as his current knowledge of sister agency initiatives and agendas and his singular focus on City-related matters, makes his services especially valuable to the City. These factors justify the increased contract rate as does the rise in the consumer price index and its resulting impact on the cost of Consultant's travel to Springfield on behalf of the City.

5. Consultant negotiated a new requested contract rate in light of increases to costs necessary to travel to and from Springfield during legislative session. The new rate is reasonable due to the overall commitment of time and travel on behalf of the City and represents a lower figure than the previous rate simply being adjusted for inflation.

**SCHEDULE REQUIREMENTS**

1. The Consultant will be engaged year-round, and will be especially active during the legislative session, when the Consultant will have to spend weeks in Springfield consulting and strategizing on the City's state legislative agenda. More specifically: Planning and preparation will largely occur during the late summer and fall months; execution of the agenda will occur during the winter and spring months, mostly in Springfield; and late spring and summer will entail review of the prior legislative session. The Consultant will also assist in regulatory matters, which occur throughout the year.

2. N/A

3. Because of the year-round schedule described above and the volatility of schedules and needs related to state legislation and funding, it is critical to have a consistent presence in state legislative affairs. Contracting with a state legislative consultant provides the flexibility and coverage to achieve this.

4. N/A

**EXCLUSIVE OR UNIQUE CAPABILITY**

1. The Consultant is uniquely qualified to represent the City's interest before state governmental bodies and to assist the City in forming strategies to influence the posture of state legislation, state regulations, and other matters affecting the City. The Consultant not only understands the state legislature, its processes, and its people, but also understands the City and has a deep understanding of the complex issues related to the City's agenda in Springfield. The Consultant also has background and current knowledge of the priorities and agendas of the City's sister agencies, facilitating critical coordination with those agencies. The Consultant has strong relationships in Springfield and a strong network within the government affairs field generally, which enables Consultant to advise on strategy and connect with individuals to execute that strategy.

2. The qualifications discussed in this application relate to a specific individual, Derek Blaida of Blaida & Associates.

3. The Consultant has worked in state legislative affairs for over 15 years, including prior work in Springfield for both the City and the Chicago Public Schools. This combination of experience makes him uniquely qualified to execute his scope of work efficiently and effectively. The Consultant's experience makes him able to work independently as a proxy for the City, and also enables him to effectively communicate and coordinate with the City's Springfield team.

In addition, the Consultant is intimately familiar with the critical issues facing the City in Springfield at the current time - including but not limited to pension reform, property taxes, public safety, funding and budgetary priorities. This enables the Consultant to move quickly and strategically in the City's best interest on these issues.

4. N/A

5. The City team must work under significant time constraints and deadlines while in Springfield and must be on a call at all times throughout the day and year. Having an individual such as Consultant is indispensable to provide a direct line to decision-makers and senior staff to make quick progress on vital issues. The numerous committee actions and amendments that are offered on a daily basis require an individual with experience and the ability to act quickly and strategically and Consultant has the capabilities and network to do so.

6. N/A

7. N/A

8. N/A



**DEPARTMENT OF PROCUREMENT SERVICES  
NON-COMPETITIVE REVIEW BOARD (NCRB) APPLICATION  
JUSTIFICATION FOR NON-COMPETITIVE PROCUREMENT WORKSHEET**

OTHER

Personal Services Contractor form attached.



## DEPARTMENT OF PROCUREMENT SERVICES NON-COMPETITIVE REVIEW BOARD (NCRB) APPLICATION INSTRUCTIONS FOR NON-COMPETITIVE PROCUREMENT APPLICATION

### INSTRUCTIONS FOR PREPARATION OF NON-COMPETITIVE PROCUREMENT APPLICATION

If a City Department has determined that the purchase of supplies, equipment, work and/or services cannot be done on a competitive basis, a justification must be prepared on this "Justification for Non-Competitive Procurement Application" in which procurement is requested on a or non-competitive basis in accordance with 65 ILCS 5/8-10-4 of the Illinois Compiled Statutes. Using this instruction sheet, all applicable information must be addressed on the worksheet. The information provided must be complete and in sufficient detail to allow for a decision to be made by the Non-Competitive Procurement Review Board. For Amendments, Modifications, describe in detail the change in terms of dollars, time period, scope of services, etc., its relationship to the original contract and the specific reasons for the change. Indicate both the original and the adjusted contract amount and/or expiration date with this change.

Attach a DPS Checklist and any other required documentation; the Board will not consider justification with incomplete information documentation or omissions.

#### PROCUREMENT HISTORY

1. Describe the requirement and how it evolved from initial planning to its present status.
2. Is this a first time requirement or a continuation of previous procurement from the same source? If so, explain the procurement history.
3. Explain attempts made to competitively bid the requirement (attach copy of sources contacted).
4. Describe in detail all research done to find other sources; list other cities, companies in the industry, professional organizations contacted. List periodicals and other publications used as references.
5. Explain future procurement objectives. Is this a one-time request or will future requests be made for doing business with the same source?
6. Explain whether or not future competitive bidding is possible. If not, explain in detail.

#### ESTIMATED COST

1. What is the estimated cost for this requirement or for each contract, if multiple awards are contemplated? What is the funding source?
2. What is the estimated cost by fiscal year?
3. Explain the basis for estimating the cost and what assumptions were made and/or data used (i.e., budgeted amount, previous contract price, current catalog or cost proposal from firms solicited, engineering or in-house estimate, etc.)
4. Explain whether the proposed Contractor or the City has a substantial dollar investment in original design, tooling or other factors which would be duplicated at City expense if another source was considered. Describe cost savings or other measurable benefits to the City which may be achieved.
5. Explain what negotiation of price has occurred or will occur. Detail why the estimated cost is deemed reasonable.

#### SCHEDULE REQUIREMENTS

1. Explain how the schedule was developed and at what point the specific dates were known.
2. Is lack of drawings and/or specifications a constraining factor to competitive bidding? If so, why is the proposed Contractor the only person or firm able to perform under these circumstances? Why are the drawings and specifications lacking? What is the lead time required to get drawings and specifications suitable for competition? If lack of drawings and specifications is not a constraining factor to competitive bidding, explain why only one person or firm can meet the required schedule.
3. Outline the required schedule by delivery or completion dates and explain the reasons why the schedule is critical.
4. Describe in detail what impact delays for competitive bidding would have on City operations, programs, costs and budgeted funds.

#### EXCLUSIVE OR UNIQUE CAPABILITY

1. If contemplating hiring a person or firm as a Professional Service Consultant, explain in detail what professional skills, expertise, qualifications, and/or other factors make this person or firm exclusively or uniquely qualified for the project. Attach a copy of the cost proposal, scope of services, and Temporary Consulting Services Form.
2. Does the proposed firm have personnel considered unquestionably predominant in the particular field?
3. What prior experiences of a highly specialized nature does the person or firm exclusively possess that is vital to the job, project or program?
4. What technical facilities or test equipment does the person or firm exclusively possess of a highly specialized nature which is vital to the job?
5. What other capabilities and/or capacity does the proposed firm possess which is necessary for the specific job, project or program which makes them the only source who can perform the work within the required time schedule without unreasonable costs to the City?
6. If procuring products or equipment, describe the intended use and explain any exclusive or unique capabilities, features and/or functions the items have which no other brands or models possess. Is compatibility with existing equipment critical from an operational standpoint? If so, provide detailed explanation?
7. Is competition precluded because of the existence of patent rights, copyrights, trade secrets, technical data, or other proprietary data (attach documentation verifying such)?
8. If procuring replacement parts and/or maintenance services, explain whether or not replacement parts and/or services can be obtained from any other sources? If not, is the proposed firm the only authorized or exclusive dealer/distributor and/or service center? If so, attach letter from manufacturer on company letterhead.

#### MBE/WBE COMPLIANCE PLAN

- \* All submissions must contain detailed information about how the proposed firm will comply with the requirements of the City's Minority and Women Owned Business program. All submissions must include a completed C-1 and D-1 form, which is available on the Procurement Services page on the City's intranet site. The City Department must submit a Compliance Plan, including details about direct and indirect compliance.

#### OTHER

1. Explain other related considerations and attach all applicable supporting documents, i.e., an approved "ITGB Form" or "Request For Individual Hire Form".

#### REVIEW AND APPROVAL

This application must be signed by both Originator of the request and signed by the Department Head. After review and final disposition from the Board, this application will be signed by the Board Chairman. After review and final disposition from the Board, this form will be presented to the Chief Procurement Officer recommending approval.



Attach required forms for each procurement type and detailed scope of services and/or specifications and forward original documents to the Chief Procurement Officer; City Hall, Room 806.

Date: October 17, 2022

Department Name: Office of the Mayor

Requisition No: 488867 Specification No: 1256622

PO No: Modification No:

Contract Liaison: Wanda Gonzalez

Telephone: 312-744-3872

Email: Wanda.Gonzalez@cityofchicago.org

Project / Program Manager: Patrick Hall

Telephone: 312-744-2597

Email: Patrick.Hall@cityofchicago.org

For Blanket Agreements, the lead department must consult with other departments who may want to participate in the Blanket Agreement. If grant funded, attach copy of the approved grant application and other terms and conditions of the funding source.

Note:

- 1) Funding: Attach information if multiple funding lines
- 2) Individual Contract Services: include approval form signed by all parties
- 3) ITGB: IT project valued at \$100,000.00 or more, attach approval transmittal sheet.

*Contract Liaison Signature*  
Wanda Gonzalez

*By signing this form, I attest that all information provided is true and accurate.*

Project Title: Legislative Consulting Services

Project Description: Legislative Consulting Services in Springfield IL for the City of Chicago

Funding:

Corporate  Bond  Enterprise  Grant  Other.

IDOT/Transit  IDOT/Highway  FHWA  FTA  FAA

LINE	FY	FUND	DEPT	ORGN	APPR	ACTV	PROJECT	RPTG	ESTDOLLAR AMOUNT
<del>022</del>	<del>0100</del>	<del>01</del>	<del>2005</del>	<del>0140</del>	<del>220140</del>	<del>022</del>	<del>100-12005</del>	<del>9121</del>	
<del>023</del>	<del>0100</del>	<del>01</del>	<del>2005</del>	<del>0140</del>	<del>220140</del>	<del>023</del>	<del>100-12005</del>	<del>9121</del>	

Check One:

New Contract Request

*By signing below, I attest the estimates provided for this contract are true and accurate.*

*Project Program Manager Signature*  
Patrick Hall

*Commissioner/Authorized Designee Signature*  
H. Clayton Blatty

Purchase Order Information:

Contract Term (No. of Months): 12

Extension Options (Rate of Recurrence): 12-month Extension Option

Estimated Spend/Value: \$ 126,000

Grant Commitment / Expiration Date:

Pre-Bid/Submittal Conference:  Yes  No

Mandatory  Site Visit

Purchase Order Type:

Blanket/Purchase Order (DUR)

Master Consultant Agreement (Task Order)

Standard/One-Time Purchase

Procurement Method:

Bid  RFP  RFQ  RFI

Small Order

Special Approvals Required:

Emergency

Non-Competitive Review Board (NCRB)

Request for Individual Contract Services

Information Technology Governance Board (ITGB)

IDOT Concurrence

Contract Type:

Architect Engineering  Commodity  Construction  JOC  SBI

Professional Services  Revenue Generating  Vehicle & Heavy Equipment

Work Service  Joint Procurement  Reference Contract

Modification or Amendment

Modification Information:

PO Start Date: 12/18/2022

PO End Date: 12/19/2023

Amount (Increase/Reduction):

MBE/WBE/DBE Analysis: (Attach MBE/WBE/DBE Goal Setting Memo)

Full Compliance  Contract Specific Goals

No Stated Goals  Waiver Request

Risk Management / EDS / IDOT

Insurance Requirements (included)  Yes  No

EDS Certification of Filing (included)  Yes  No

IDOT Concurrence (required)  Yes  No

Safety Enhancing Vehicle Equipment (MCC 2-92-597) Yes \_\_\_ No \_\_\_

Modification/Amendment Type:

Time Extension  Scope Change/Price Increase /Additional Line Item(s)

Vendor Limit Increase  Requisition Encumbrance Adjustment

Other (specify):

Vendor Information

Name: Blaida & Associates LLC

Contact: Derek Blaida

Address: 3732 South Honore Street

E-mail: derekblaida@gmail.com

Phone: 312-714-5172

OCT 26 2022



Attach required forms for each procurement type and detailed scope of services and/or specifications and forward original documents to the Chief Procurement Officer; City Hall, Room 806.

Date: October 17, 2022

Department Name: Office of the Mayor

Requisition No: 488867 Specification No: 1256622

PO No: Modification No:

Contract Liaison: Wanda Gonzalez

Telephone: 312-744-3872

Email: Wanda.Gonzalez@cityofchicago.org

Project / Program Manager: Patrick Hall

Telephone: 312-744-2597

Email: Patrick.Hall@cityofchicago.org

For Blanket Agreements, the lead department must consult with other departments who may want to participate in the Blanket Agreement. If grant funded, attach copy of the approved grant application and other terms and conditions of the funding source.

Note:

- 1) Funding: Attach information if multiple funding lines
- 2) Individual Contract Services: Include approval form signed by all parties
- 3) ITGB: IT project valued at \$100,000.00 or more, attach approval transmittal sheet.

\*Contract Liaison Signature: *Wanda Gonzalez*

\*By signing this form, I attest that all information provided is true and accurate.

Project Title: Legislative Consulting Services

Project Description: Legislative Consulting Services in Springfield IL for the City of Chicago

Funding:

Corporate  Bond  Enterprise  Grant  Other:

IDOT/Transit  IDOT/Highway  FHWA  FTA  FAA

LINE	FY	FUND	DEPT	ORGN	APPR	ACTV	PROJECT	RPTG	ESTDOLLAR AMOUNT
022	0100	01		2005	0140		220140		
023	0100	01		2005	0140		220140		

Check One:

New Contract Request

\*By signing below, I attest the estimates provided for this contract are true and accurate.

Project / Program Manager Signature: *Patrick Hall*

Commissioner/Authorized Designee Signature: *A. Clayton Blatty*

Purchase Order Information:

Contract Term (No. of Months): 12

Extension Options (Rate of Recurrence): 12-month Extension Option

Estimated Spend/Value: \$ 126,000

Grant Commitment / Expiration Date:

Pre-Bid/Submittal Conference:  Yes  No

Mandatory  Site Visit

Purchase Order Type:

Blanket Purchase Order (DUR)

Master Consultant Agreement (Task Order)

Standard/One-Time Purchase

Procurement Method:

Bid  RFP  RFO  RFI

Small Order

Special Approvals Required:

Emergency

Non-Competitive Review Board (NCRB)

Request for Individual Contract Services

Information Technology Governance Board (ITGB)

IDOT Concurrence

Contract Type:

Architect Engineering  Commodity  Construction  JOC  SBI

Professional Services  Revenue Generating  Vehicle & Heavy Equipment

Work Service  Joint Procurement  Reference Contract

Modification or Amendment

Modification Information:

PO Start Date: 12/18/2022

PO End Date: 12/19/2023

Amount (Increase/Reduction):

Safety Enhancing Vehicle Equipment (MCC 2-92-597) Yes  No

Modification/Amendment Type:

Time Extension  Scope Change/Price Increase /Additional Line Item(s)

Vendor Limit Increase  Requisition Encumbrance Adjustment

Other (specify):

MBE/WBE/DBE Analysis: (Attach MBE/WBE/DBE Goal Setting Memo)

Full Compliance  Contract Specific Goals

No Stated Goals  Waiver Request

Risk Management / EDS / IDOT

Insurance Requirements (included)  Yes  No

EDS Certification of Filing (included)  Yes  No

IDOT Concurrence (required)  Yes  No

Vendor Information

Name: Blaida & Associates LLC

Contact: Derek Blaida

Address: 3732 South Honore Street

E-mail: derekblaida@gmail.com

Phone: 312-714-5172

OCT 26 2022

*W*



To: Aileen Velazquez, Chief Procurement Officer, Department of Procurement Services

From: Elizabeth Beatty, Deputy Mayor of Intergovernmental Affairs, Office of the Mayor  
*H. Elizabeth Beatty*

Re: Procurement of Legislative Consulting Services – Derek Blaida

Date: September 1, 2022

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This memorandum is to request the approval of a new 12-month contract for the legislative consulting services of Blaida & Associates LLC, with an option for the City to extend the agreement for an additional 12 months.

Blaida & Associates LLC performs state legislative consulting services on a year-round basis for the City. This includes travel to Springfield for all legislative session days, monitoring of the legislative rulemaking process, and attendance at committee hearings and conferences as needed. Mr. Blaida tracks state legislation, identifies issues or legislation of concern for the City, assists in advancing the City's agenda at the state level, works with legislators to protect the interests of the City, and works with the City's Springfield intergovernmental affairs team on bill negotiations in both chambers of the General Assembly. Mr. Blaida also helps draft legislation and conducts the research and groundwork necessary to successfully complete each of these functions.

Mr. Blaida's extensive experience in state legislative affairs, and his deep knowledge of and history with the projects and issues that are priorities for the City make him a uniquely qualified candidate for this role. In addition, Mr. Blaida's understanding of the current state agendas and initiatives of the City's sister agencies is critical to coordination across those agencies. His wealth of experience and network of relationships have proven pivotal to the City's work in Springfield, and as such, we would like to again secure his services for the period provided in the contract. The proposed rate for the new contract is a flat monthly rate of \$10,500.

Thank you, and please do not hesitate to contact me with any questions or concerns.



*Submit to: Christopher Owen, Commissioner, Department of Human Resources*

**REQUEST TO USE PERSONAL SERVICES CONTRACTOR**

Requesting department: Office of the Mayor Date: August 16, 2022

Contact person and phone number: Wanda Gonzalez 312-744-3872

**A. Please provide the following information (attach additional sheets if needed):**

1. Name of the personal services contractor: Derek Blaida
2. Explain why the contractor's services are necessary: The City requires the services of a consultant who possesses unique and extensive knowledge of the State legislative process and the people that work within that process. That consultant will provide advice and key insight regarding all such matters and will further the City's interest in legislative initiatives taking place at the state level. Mr. Blaida has extensive experience in many aspects of the State legislative process and is uniquely qualified to represent the City's interest before state governmental bodies and to assist the City in forming strategies to influence the posture of state legislation, state regulations, and other matters affecting the City. Mr. Blaida not only understands the state legislature, its processes, and its people, but also understands the City and has a deep understanding of the issues related to the City's agenda in Springfield. The Consultant also has background and current knowledge of the priorities and agendas of the City's sister agencies, facilitating critical coordination with those agencies. The Consultant has strong relationships in Springfield and a strong network within the government affairs field generally, which enables Consultant to advise on strategy and connect with individuals to execute that strategy.
3. Describe the nature of the work to be performed: The contractor will consult with the City and its departments on various matters, including, but not limited, policy matters and legislative strategy; assist and advise the City in drafting, preparing, and presenting state legislation; appear before state legislative committees representing the City's interests; provide information and background on legislation impacting the City of Chicago; provide training for City team members from his particular nuanced perspective as an introduction to the general state legislative process.
4. Explain how the personal services contractor will function as an independent contractor and not function as employee-like (for guidance, please refer to attached criteria): The contractor will not have an office at City Hall nor will he be supplied with equipment or support staff but will instead provide consulting services from his personal office, home, over the phone, and from Springfield. He will provide strategic counsel and guidance based upon his unique qualifications,

*If you have any questions, please contact Christopher Owen, Commissioner, Department of Human Resources at 312-744-8395*

APPENDIX A

DHR:

Approved

Not Approved



Date:

9/27/2022

OBM:

Approved

Not Approved



Date:

9/27/2022

*If you have any questions, please contact Christopher Owen, Commissioner, Department of Human Resources at 312-744-8395*

**Blaida and Associates LLC**

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**111 East Wacker Drive  
Suite 2800  
Chicago, Illinois 60601  
312.714.5172**

September 1, 2022

Ms. Elizabeth Beatty  
121 North LaSalle Street  
Room 406  
Chicago, Illinois 60602

Dear Ms. Beatty:

Please accept this memo to confirm my monthly retainer rate is \$10,500 per month for the duration of this new contract.

Please do not hesitate to contact me if you have questions or if I can provide additional information to you.

Sincerely,



Derek Blaida

**Blaida and Associates LLC**

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**111 East Wacker Drive  
Suite 2800  
Chicago, Illinois 60601  
312.714.5172**

July 14, 2022

Ms. Aileen Velazquez  
Chief Procurement Officer  
Department of Procurement Services  
121 North LaSalle Street  
Room 806  
Chicago, Illinois 60602

Dear Ms. Velazquez:

Blaida and Associates LLC is a single member limited liability company which does not anticipate retaining independent contractors or subcontractors for this assignment. Based upon the uniqueness of this engagement, I respectfully request there be no stated MBE/WBE goals for this contract.

Sincerely,



Derek Blaida



To: Aileen Velasquez, Chief Procurement Officer, Department of Procurement Services

From: Elizabeth Beatty, Deputy Mayor of Intergovernmental Affairs, Office of the Mayor

Re: MBE/WBE Goals – Derek Blaida

Date: September 1, 2022

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This memorandum is to confirm our office's concurrence with the request from Derek Blaida ("Consultant" / Blaida & Associates LLC), in connection with the proposed issuance of a new contract for legislative consulting services, that there be no stated MBE/WBE participation goals for the contract, for the reasons stated in consultant's request letter.

Thank you, and please do not hesitate to contact me with any questions or concerns.

**Blaida and Associates LLC**

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**111 East Wacker Drive  
Suite 2800  
Chicago, Illinois 60601  
312.714.5172**

September 1, 2022

Elizabeth Beatty  
121 North LaSalle Street  
Room 406  
Chicago, Illinois 60602

Ms. Elizabeth Beatty

Throughout my Springfield career, I have worked and collaborated on issues of importance to the city of Chicago.

I have participated in the state budget process, diligently working to maximize the city's potential to receive state appropriations. I have advocated for revenue and policy initiatives which have expanded the ability to offer government services and have assisted in amending state law to expand the authority of home rule units of local government. Throughout my career, I have worked on public pension and labor issues to the city's benefit.

I have assisted this office in obtaining appropriations for Obama Presidential Library neighborhood infrastructure improvements, creating a special purpose corporation and establishing a revenue securitization structure to issue city bonds, and passing negotiated proposals between the city and its police and fire labor unions to increase employer pension obligations to its public safety retirement funds. Most recently, I worked with various interests to locate a casino within our municipal boundaries.

I have successfully developed and executed proactive and reactive strategies and tailored them to securing the best possible result on the passage or defeat of pending legislation. I have fashioned partnerships with policy and advocacy groups, units of government, and other organizations to strengthen and enhance the city's ability for success.

My unique experience and demonstrated success benefit the city of Chicago. Please do not hesitate to contact me if I can answer any questions or provide additional information to you.

Sincerely,



Derek Blaida



CERTIFICATE OF FILING FOR  
CITY OF CHICAGO ECONOMIC DISCLOSURE STATEMENT

EDS Number: 175062  
Certificate Printed on: 08/07/2022

Date of This Filing: 08/07/2022 11:41 PM  
Original Filing Date: 08/07/2022 11:41 PM

Disclosing Party: Blaida and Associates LLC    Title: President  
Filed by: Derek Blaida

Matter: Lobbying and consulting  
Applicant: Blaida and Associates LLC  
Specification #:  
Contract #:

The Economic Disclosure Statement referenced above has been electronically filed with the City. Please provide a copy of this Certificate of Filing to your city contact with other required documents pertaining to the Matter. For additional guidance as to when to provide this Certificate and other required documents, please follow instructions provided to you about the Matter or consult with your City contact.

A copy of the EDS may be viewed and printed by visiting <https://webapps1.chicago.gov/eds> and entering the EDS number into the EDS Search. Prior to contract award, the filing is accessible online only to the disclosing party and the City, but is still subject to the Illinois Freedom of Information Act. The filing is visible online to the public after contract award.



# CERTIFICATE OF LIABILITY INSURANCE

BLAID-1 OP ID: MB

DATE (MM/DD/YYYY)  
06/20/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Woodman, Cison & Associates 1400 S. Wolf Rd, Ste 201 Wheeling, IL 60090 Jeff Woodman	<b>CONTACT NAME:</b> Jeff Woodman <b>PHONE (A/C, No, Ext):</b> 847-941-9041 <b>E-MAIL ADDRESS:</b> jeff@woodmaninsurance.com	<b>FAX (A/C, No):</b> 847-941-9045
	<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURED</b> Blaida & Associates, LLC 3732 S Honore St. Chicago, IL 60609	<b>INSURER A:</b> Erie Insurance Group	<b>NAIC #</b> 26263
	<b>INSURER B:</b>	
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
	<b>INSURER E:</b>	
	<b>INSURER F:</b>	

**COVERAGES****CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:					EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS  <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	X X	Q12-1430667	12/14/2021	12/14/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The City of Chicago is Additional Insured. Waiver of subrogation on the auto liability  
 2017 Nissan Rogue VIN #5N1AT2MV8HC850462

**CERTIFICATE HOLDER****CANCELLATION**

City of Chicago  
 121 N. LaSalle  
 Chicago, IL 60602

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE  
 Jeff Woodman



## SCOPE OF SERVICES

Contractor will perform legislative consulting services on a year-round basis for the City of Chicago. Services will include:

1. Travel to Springfield for all legislative session days (Spring, Fall, and any special session days announced).
2. Monitoring of the legislative rulemaking committee.
3. Attendance at meetings and conferences as needed.
4. Tracking state legislation and spotting issues of concern for the City on a daily basis.
5. Advancing the City's agenda at the state level, while also working closely with legislators to protect the interest of the City on potentially harmful legislation.
6. Relationship building will be a critical Contractor function, as planning and attending legislative events and meetings will be a large part of Contractor role.
7. Work directly with the City's Springfield team on bill negotiations in both chambers of the General Assembly.
8. Attending legislative committee hearings in Springfield and Chicago.
9. Assist the City in drafting legislation as well as amendments for legislation adversely affecting the City.
10. Conducting research to ensure the most optimal outcomes of the legislation proposed by City departments and other entities.
11. Consulting with other policymaking entities on legislative strategy.
12. Assisting in the passage of legislation needed by the City's departments and the Mayor's Office.
13. Provide information to the City from other entities and lobbyists about state government.
14. Maintaining open lines of communication with the City and its legislative team.
15. Assisting in any state government or legislative affairs related tasks, programs, events, and projects as needed.
16. Contractor should devote all such time to perform the services under this Contract as may reasonably be required.
17. The Contractor shall submit summary/weekly reports when in legislative session and ad hoc reports when not in session.

**Conflict Notification Requirement**

If the Contractor believes there is a conflict, may be a conflict, or the appearance of a conflict between the interests of the City and any other client(s), Contractor must promptly notify the City in writing. The City may require the Contractor to provide further information on the potential conflict. At the City's request, Contractor will suspend its work on the particular project for the other client(s), or cease work for the City on the particular project (in which case the City may reduce Contractor's compensation under this Agreement). The City may deem Contractor's failure to abide by this provision a breach of this Agreement.