

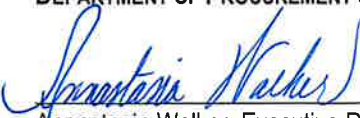


CITY OF CHICAGO



OFFICE OF PUBLIC SAFETY ADMINISTRATION

To: Aileen Velazquez, Chief Procurement Officer  
**DEPARTMENT OF PROCUREMENT SERVICES (DPS)**

From:   
Anastasia Walker, Executive Director  
**PUBLIC SAFETY ADMINISTRATION (PSA)**

Date: April 10, 2024

Subject: Request for NCRB Sole Source for 1-Year Time Extension and \$299,890.00  
Vendor Limit Increase  
Cleaning Bullet Traps & Shooting Ranges for Best Technology Systems, Inc.  
Purchase Order: 33790  
Requisition No.: 577953  
Specification No.: 134743

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The Office of Public Safety Administration (PSA), on behalf of the Chicago Police Department (CPD) is requesting an \$299,890.00 Vendor Limit Increase (VLI) in addition to a 1-Year Time Extension for Sole Source Contract with Best Technology Systems, Inc., PO# 33790. The NCRB was initially approved for a five (5) year contract term with a three (3) year time extension option and 181-Days. It was anticipated that a replacement contract would have been awarded prior to this request but due to a delay in identifying additional CPD shooting ranges and Citywide services for the JPSTA and Forensics Lab required under the same scope of service. We are requesting that this additional 1-year extension be approved for continuity of service for the current six shooting ranges on this contract until the new contract (NCRB Specification 1271758) is awarded.

CPD needs to have each of the six (6) Firing Ranges cleaned/maintained on a regular basis to meet OSHA's Lead Exposure Requirements, EPA Hazardous Waste Disposal Requirements, to comply with the Illinois Law Enforcement Training and Standards Board (ILETSB) requirements, as well as ensure there is no disruption of In-Service and Recruit Training. CPD is requesting a Sole Source Contract with Best Technology Systems, Inc., as they are the only certified service representative in Lead Abatement in the State of Illinois.

Due to health and safety issues, OSHA standards only allow Officers to be exposed to a minimum level of lead buildup in their system. Therefore, lead cleaning must be performed on these ranges on a regular basis to prevent exposure of too much lead on the surfaces and in the air on the ranges. ILETSB requires that recruits be trained on a "Certified Range". If the range is not operational, causing the recruits to not meet the ILETSB's training standards, they cannot be certified as a Peace Officer. Also, if the time limitation for certification is not met, the recruit would be rendered ineligible to be certified as a Peace Officer in the State of Illinois. For those Officers who require in-service training, if the training is not met in a timely fashion, there is liability to the City for lack of training. Annual prescribed Weapon's Qualifications for Officers are required and if not met can result in potential de-certification as a Peace Officer. Additionally, this will permit Officers to provide safety to citizens in the Chicagoland area.

If you should have any questions or need further assistance regarding this request, please contact Elsie Vazquez at 312-745-5953 or [elsie.vazquez@cityofchicago.org](mailto:elsie.vazquez@cityofchicago.org).

Thank you for your time and assistance.

cc: Frank Lindbloom, PSA  
Natalie Gutierrez, PSA  
Kevin Pater, PSA



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.

Department: POLICE; Originator Name: Sgt. MICHAEL FIELDS; Telephone: 312-746-8310; Date: 4/18/2024; Signature of Application Author: [Handwritten Signature]; Contract Liaison: Elsie Vazquez; Email Contract Liaison: elsie.vazquez@cityofchicago.org; Telephone: 312-745-5953

List Name of NCRB Attendees/Department

3Sgt. Michael Fields; Joel Brown; PO Lolita Newll; Kevin Pater; Elsie Vazquez; Yolanda Hopkins

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

Company: Best Technogy Systems, Inc.

Contact Person: Gary M. Chinn; Phone: 815-254-9554 x26; Email: gchinn@btsranges.com

Project Description: 1-Year Time Extension and a \$299,890.00 Vendor Limit Increase for Best Technology Systems for PO# 33790 for Cleaning Bullet Traps & Shooting Ranges

This is a request for:

- Contract Type: [ ] Blanket Agreement Term: \_\_\_ (# of mo), [ ] Standard Agreement, [x] Amendment / Modification, [x] Time Extension, [x] Vendor Limit Increase, [ ] Scope Change; Contract Number: 33790; Specification Number: 134743; Modification Number: 577953

Table with 2 columns: Department Request Approval (Signature: [Handwritten], Date: 5-1-2024) and Recommended Approval (Board Chairperson, Date, Print Name)

(FOR NCRB USE ONLY)
Recommend Approval/Date: \_\_\_\_\_
Return to Department/Date: \_\_\_\_\_
Rejected/Date: \_\_\_\_\_

[ ] Approved [ ] Rejected
CHIEF PROCUREMENT OFFICER \_\_\_\_\_ DATE \_\_\_\_\_



**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. The Department needs to have each of the 6 Firing Ranges cleaned/maintained on a regular basis to meet OSHA lead exposure requirements, EPA hazardous waste disposal requirements, comply with the Illinois Law Enforcement Training and Standards Board (ILETSB) requirements as well as ensure there is no disruption of In-Service and Recruit Training. Due to health and safety issues, OSHA standards only allow officers to be exposed to a minimum level of lead buildup in their system. Therefore, lead cleaning must be performed on these ranges on a regular basis to prevent exposure to too much lead on the surfaces and the air in the ranges. ILETSB requires that recruits be trained on a certified range. If the range is not operational causing the recruits to not meet the ILETSB training standards, they cannot be certified as a peace officer. Also, if the time limitation for certification is not met, the recruit would be rendered in-eligible to be certified as a Peace officer in the State of IL. For those officers who require in-service training, if the training is not met in a timely fashion, there is liability to the City for lack of training. Annual prescribed weapons qualifications for officers are required and if not met can result in potential de-certification as a peace officer.
2. The request for the vendor limit increase in the amount of \$299,890.00 is for the continuation of existing services for the five (5) year contract with three (3) one (1) year time extension options that was awarded April 20, 2016; under PO# 33790. The current contract will expire April 19, 2024.
3. Best Technology Systems, Inc. is the only certified and licensed vendor to work on InVeris Training Solutions, Inc. range equipment.
4. The Department is requesting the vendor limit increase of \$299,890.00 and a 1-year time extension for the continuity of existing services until the new contract (Specification# 1271758, currently under Review) is awarded.
5. Competitive bidding is not possible. The equipment for the Firing Ranges is InVeris Training Solutions, Inc., and Best Technology Systems, Inc. is the only lead abatement vendor who is licensed and certified by InVeris Training Solutions, Inc. to perform services on their bullet traps including inspecting bullet traps and reporting to Police and InVeris Training Solutions, Inc. If parts are worn or damaged as well as performing repairs and/or installing replacement bullet trap parts to the manufacturer's specification.

**ESTIMATED COST**

1. The anticipated 1-year cost for the duration of the contract is \$299,890.00, for the continuity of existing services under PO# 33790, the current contract is due to expire on April 19, 2024. We are also requesting a 1-Year Time Extension to extend this Contract through April 19, 2025 or until a new contract is awarded.
2. Based on previous annual contract price for set number of service visits plus costs for additional visits if needed due to increase recruit and in-service training plus more frequent breakdown and removal of filters. Also based on request from Department of Assets, Information & Services, scope of services now includes changing of range filters resulting in efficiencies as one vendor will be responsible for changing, breaking down and disposing of the range filters. This will shorten downtime of ranges and will result in limited handling of hazardous waste to one vendor.
3. The range parts and equipment are InVeris Training Solutions, Inc. If Best Technology Systems services were not allowed, new bullet trap equipment would have to be installed in 7 ranges costing approximately 1.5 million dollars per range for a total cost of 10.5 million dollars. However, based on the existing footprint of 6 of the ranges, Police would need to continue to utilize the venetian blind type trap as there is not enough room behind the backstop to install a modern bullet trap. Best Technology Systems, Inc. breaks down the pre-secondary and HEPA filters prior to disposing them as hazardous waste rather than removing them whole resulting in a smaller footprint with a categorization of a small quantity generator and cost savings.



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

**SCHEDULE REQUIREMENTS**

1. Schedule is based on the operational needs of the Departments Firing Ranges. The Deputy Chief of the Police Training Academy as well as the Deputy's Firearms Range instructors are consulted regarding the training needs for the Recruits and in-service training.
2. Lack of drawings and/or specs have no bearing on competitiveness.
3. Service visits to perform lead cleaning of the ranges are once per month. Service visits to disassemble, clean and reassemble the deceleration chambers are twice per year. Service visits to HEPA vacuum the accessible intake vents over the bullet traps are four times per year. Service visits to HEPA vacuum and wet wipe the ceiling baffles/deflector shields as well as the target tracks and carrier are four times per year. The above services are not all inclusive with more detailed services denoted in their proposal that includes scope of work. They meet EPA hazardous waste disposal guidelines when removing lead and lead fragments from the bullet traps as well as range filters. They achieve cost efficiencies by breaking down the pre-secondary and HEPA filters versus disposing of them whole resulting in a smaller hazardous waste footprint and being categorized as a small quantity generator. The scheduled lead cleaning is necessary to prevent high lead levels in the officers which can result in serious, permanent health issues. Too much lead build-up in the deceleration chambers can cause bounce back of bullet fragments potentially injuring officers.
4. The City would need to build 7 ranges with new bullet trap equipment costing approximately 1.5 million per range. Training would be severely impacted as recruits would not meet the ILETSB requirements and therefore, recruits would not be certified as a peace officer. For officers that are required to take in-service training, there would be considerable impact on officers' health and safety that could result in potential injuries to officers and citizens and liability to the City

**EXCLUSIVE OR UNIQUE CAPABILITY**

1. Not seeking a Professional Service contract.
2. Yes. They solely work on firing ranges. Their technicians are licensed and certified by InVeris Training Solutions, Inc. to work on InVeris Training Solutions, Inc. bullet traps. They have expertise on the disassembly, cleaning and re-assembly of InVeris Training Solutions, Inc., deceleration chambers and they notify Police and InVeris Training Solutions, Inc., regarding worn or damaged parts that need to be replaced but cannot be seen by visually looking at the surface components. Discovery of certain worn/damaged parts can only be determined when disassembling the deceleration chambers. They are certified to install new replacement parts per the manufacturer's specifications in addition to effect repairs such as tack welding the sidewalk of the bullet trap of leading-edge assemblies.
3. Best Technology Systems field technicians only perform work on firing ranges. Their technicians are licensed and certified by InVeris Training Solutions, Inc. to work on InVeris Training Solutions, Inc. bullet traps. They possess expertise in the disassembly, cleaning and re-assembly of InVeris Training Solutions, Inc., deceleration chambers as well as cleaning of target tracks and carriers that have electronics. Their technicians have been performing lead cleaning of the Department's ranges for over 20 years.
4. They possess specialized vacuum equipment for Area 5's granular rubber bullet trap. This equipment separates the lead bullets from the granular rubber trap.
5. Best Technology Systems meets the OSHA regulations regarding lead in the general industry - 29 CFR 1910.1025, OSHA Respirator and Respiratory Use, 29 CFR 1910.134 as well as 40 CFR Parts 262-265-Commercial vehicles. They also comply with State and Local regulations that govern shooting ranges. They meet EPA requirements concerning disposal of hazardous waste material. They service 60-65% of the Chicagoland Law Enforcement Ranges as well as Cook County Ranges. They also provide services in 40 other states including ranges with InVeris Training Solutions, Inc., bullet traps as well as ranges with other bullet trap equipment. Based on their intimate knowledge of our ranges and InVeris Training Solutions, Inc. range equipment as well as their manpower capacity, they can meet the Department's needs and maintain efficiencies in the performance of their services.
6. Does not apply as the Range Equipment is InVeris Training Solutions, Inc. However, Best Technology Systems, Inc. is certified and licensed to work on InVeris Training Solutions, Inc.'s bullet traps. They have extensive knowledge on the disassembly, cleaning, lead removal buildup (on deceleration chambers) and reassembly of the bullet trap.





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

They inspect and notify any deficiencies found in the bullet trap to Police and InVeris Training Solutions, Inc. They perform temp repairs if needed or install replacement parts of bullet traps.

7. Does not apply.

8. a) No.

b) Yes, Best Technology Systems, Inc. is the only licensed IDPH lead abatement contractor that is licensed and certified by InVeris Training Solutions, Inc. to perform services on their bullet traps including installing replacement parts or repairs (welding) in the State of Illinois.

OTHER



## 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.**

# Project Checklist

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:**  
April 19, 2024

**Department Name:**  
Police

**Requisition No:** 577953      **Specification No:** 134743

**PO No:** 33790      **Modification No:** 577953

**Contract Liaison:**  
Elsie Vazquez

**Telephone:**  
5-5953

**Email:**  
elsie.vazquez@cityofchicago.org

**Project / Program Manager:**  
Kevin Pater

**Telephone:**  
5-3710

**Email:**  
kevin.pater@cityofchicago.org

For blanket agreements, original or lead department must consult with other potential departments who may want to participate on 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 Department Head and OBM; 3) ITGB: IT project valued at \$100,000.00 or more, attach approval transmittal sheet.

**\*Contract Liaison Signature**  
*Elsie Vazquez*

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

**Project Title:**  
REQUEST FOR A 1-YEAR TIME EXTENSION & VLI IN THE AMOUNT OF \$299,890.00 FOR CLEANING OF BULLET TRAPS AND SHOOTING RANGES SPEC. #134743, PO #33790.

**Project Description:**  
REQUEST FOR A 1-YEAR TIME EXTENSION & VLI IN THE AMOUNT OF \$299,890.00 FOR CLEANING OF BULLET TRAPS AND SHOOTING RANGES SPEC. #134743, PO #33790.

**Funding:**

Corporate     Bond     Enterprise     Grant     Other:

IDOT/Transit     IDOT/Highway     FHWA     FTA     FAA

LINE	FY	FUND	DEPT	ORGN	APPR	ACTV	PROJECT	RPTG	ESTDOLLAR AMOUNT
	024	0100	057	4361	0360	P002	0000		\$299,890.00

**Check One:**

New Contract Request

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

**\*Project / Program Manager Signature**  
*Kevin Pater*

**\*Commissioner/Authorized Designee Signature**  
*Jonathan Walker*

**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)

**Purchase Order Information:**

**Contract Term (No. of Months):** (60) Months

**Extension Options (Rate of Recurrence):** 1-Year

**Estimated Spend/Value:** \$ 299,890.00

**Contract Type:**

Architect Engineering     Commodity     Construction     JOC     SBI  
 Professional Services     Revenue Generating     Vehicle & Heavy Equipment  
 Work Service     Joint Procurement     Reference Contract

**Grant Commitment / Expiration Date:**

**Pre-Bid/Submittal Conference:**  Yes     No

Mandatory     Site Visit

**Modification or Amendment**

**Modification Information:**

PO Start Date: 4/20/2016

PO End Date: 4/19/2025

Amount (Increase/Reduction): \$299,890.00

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

Full Compliance     Contract Specific Goals  
 No Stated Goals     Waiver Request

**Modification/Amendment Type:**

Time Extension     Scope Change/Price Increase /Additional Line Item(s)  
 Vendor Limit Increase     Requisition Encumbrance Adjustment  
 Other (specify):

**Risk Management / EDS**

Insurance Requirements (included)  Yes     No

EDS Certification of Filing (included)  Yes     No

**Vendor Info:**

Name: Best Technology Systems

Contact: Gary Chinn

Address: 12024 S. Aero Dr., Plainfield, IL 60585

E-mail: gchinn@btsranges.com

Phone: 815-254-9554

## Contract Summary Sheet

**Contract (PO) Number:** 33790

**Specification Number:** 134743

**Name of Contractor:** BEST TECHNOLOGY SYSTEMS, INC.\*

**City Department:** DEPARTMENT OF POLICE

**Title of Contract:** CLEANING BULLET TRAPS AND SHOOTING RANGES

**Term of Contract: Start Date:** 4/20/2016

**End Date:** 4/19/2021

**Dollar Amount of Contract (or maximum compensation if a Term Agreement) (DUR):**  
\$1,500,000.00

**Brief Description of Work:** CLEANING BULLET TRAPS AND SHOOTING RANGES

**Procurement Services Contract Area:** WORK SERVICES / FACILITIES MAINT.

*Please refer to the DPS website for Contact information under "Doing Business With The City".*

**Vendor Number:** 50067961

**Submission Date:**

**4/22/2016**



Contractor or any subcontractor under any workers compensation statute. When 740 ILCS 35 applies, indemnification provided by the Contractor to the Indemnified Parties will be to the maximum extent permitted under applicable law.

"Losses" means, individually and collectively, liabilities of every kind, including monetary damages and reasonable costs, payments and expenses (such as, but not limited to, court costs and reasonable attorneys' fees and disbursements), claims, demands, actions, suits, proceedings, fines, judgments or settlements, any or all of which in any way arise out of or relate to the negligent or otherwise wrongful errors, acts, or omissions of Contractor, its employees, agents and subcontractors.

The Contractor will promptly provide, or cause to be provided, to the Commissioner and the Corporation Counsel copies of such notices as Contractor may receive of any claims, actions, or suits as may be given or filed in connection with the Contractor's performance or the performance of any Subcontractor and for which the Indemnified Parties are entitled to indemnification hereunder.

At the City Corporation Counsel's option, Contractor must defend all suits brought upon all such Losses and must pay all costs and expenses incidental to them, but the City has the right, at its option, to participate, at its own cost, in the defense of any suit, without relieving Contractor of any of its obligations under this Contract. Any settlement must be made only with the prior written consent of the City Corporation Counsel, if the settlement requires any action on the part of the City.

The Contractor shall be solely responsible for the defense of any and all claims, demands, or suits against the Indemnified Parties, including without limitation, claims by an employee, subcontractors, agents, or servants of Contractor even though the claimant may allege that the Indemnified Parties were in charge of the work or service performed under the Contract, that it involves equipment owned or furnished by the Indemnified Parties, or allege negligence on the part of the Indemnified Parties. The City will have the right to require Contractor to provide the City with a separate defense of any such suit.

To the extent permissible by law, Contractor waives any limits to the amount of its obligations to indemnify, defend or contribute to any sums due to third parties arising out of any Losses, including but not limited to any limitations on Contractor's liability with respect to a claim by any employee of Contractor arising under the Workers Compensation Act, 820 ILCS 305/1 *et seq.* or any other related law or judicial decision (such as, *Kotecki v. Cyclops Welding Corporation*, 146 Ill. 2d 155 (1991)). The City, however, does not waive any limitations it may have on its liability under the Illinois Workers Compensation Act, the Illinois Pension Code or any other statute.

The indemnities in this section survive expiration or termination of this Contract for matters occurring or arising during the term of this Contract or as the result of or during the Contractor's performance of work or services beyond the term. Contractor acknowledges that the requirements set forth in this section to indemnify, keep and save harmless and defend the City are apart from and not limited by the Contractor's duties under this Contract, including the insurance requirements set forth in the Contract.

#### **3.1.7. Non-Liability of Public Officials**

Contractor and any assignee or Subcontractor of Contractor must not charge any official, employee or agent of the City personally with any liability or expenses of defense or hold any official, employee or agent of the City personally liable to them under any term or provision of this Contract or because of the City's execution, attempted execution or any breach of this Contract.

#### **3.1.8. Contract Extension Option**

The City may extend this Contract once following the expiration of the contract term for up to 181 Calendar Days or until such time as a new contract has been awarded for the purpose of providing continuity of services and/or supply while procuring a replacement contract subject to acceptable performance by the Contractor and contingent upon the appropriation of sufficient funds. The CPO will give the Contractor notice of the City's intent to exercise its option to renew the Contract for the approaching option period.

## **ARTICLE 5. SCOPE OF WORK AND DETAILED SPECIFICATIONS**

### **5.1. General**

The Contractor will provide lead cleaning/removal services to maintain Police shooting ranges and bullet traps, repairs to bullet traps as needed as well as provide shooting range filter changes and hazardous waste removal, to the City of Chicago, Police Department, all in accordance with the terms and conditions of this Specification.

More specifically, the services that Contractor must provide are described in Exhibit 1, "Technical Specifications."

This description is intended to be general in nature and is neither a complete description nor a limitation on the products and services that Contractor is to provide under this Contract.

### **5.2. Pricing**

Contractor's pricing will incorporate any/all peripheral costs including, but not limited to the costs of products and/or services, delivery/transportation charges, training, materials, labor, insurance, applicable taxes, warranty, overhead and profit, etc. that are required by this Contract.

### **5.3. Notices**

Notices to the City and Contractor will be as provided in the Standard Terms and Conditions. Notices to Contractor will be sent care of the name and to the address listed below:

Gary Chinn, President  
Best Technology Systems, Inc.  
12024 S. Aero Drive  
Plainfield, IL 60585  
P. 815-254-9554 x26  
F. 815-254-9558

### **5.4. Illinois Prevailing Wage Act**

This contract does not call for the construction of a "public work," within the meaning of the Illinois Prevailing Wage Act, 820 ILCS 130/.01 et seq. ("the Act").

### **5.5. Funding**

The source of funds for payments under this Contract is Fund Number 015-0100-0571005-0360-220360 and Various. Funding for this Agreement is subject to the availability of funds and their appropriation by the City Council of the City.

### **5.6. Contract Term**

The Term for this Contract will be sixty (60) months, unless terminated earlier or extended pursuant to the terms of this Contract.

The City will establish the start and expiration dates at the time of formal award and release of this contract.

The start date will be no later than the first day of the succeeding month from the date shown as the Contract Award and Release Date on the Proposal Acceptance Page.

### **5.7. Price Adjustment (Capped Rate)**

A maximum 3% annual increase may be allowed after the initial 12 month period. The Contractor must justify its request for an increase by submitting detailed price data and supporting documentation to verify the validity of price increase. The Contractor must also furnish a written statement which states that the increase represents the cost of the product and in no way includes an increase for profits or overhead. The Chief Procurement Officer may require additional information to verify the price increase.

The request for price increase must be submitted within 30 days of the twelve (12) month anniversary of the Contract start date. If the price increase request is not submitted within this timeframe, the Contractor will not be entitled to a price adjustment for the upcoming year.

<b>Section I: General Contract Information</b>	
Department Name	Chicago Police
Department Contact Name	Elsie Vazquez
Department Contact Number	312-745-5953
Department Contact Email	Elsie.Vazquez@cityofchicago.org
Contract Number	33790
Contract Subject Name	Best Technology Systems, Inc.
Contract Initiation Date	April 20, 2016
Original Contract Amount	\$1,500,000.00
Original Contract Expiration Date	April 19, 2021
Budgeted amount for current year	\$299,890.00
Year to date expenditure (2024)	\$299,890.00
Are funds <input checked="" type="checkbox"/> Operating <input type="checkbox"/> Capital <input type="checkbox"/> TIF <input type="checkbox"/> Grant	
What is the funding strip?	024-0100-057-4361-0360-P002
If contract modification or task request is approved, will department have enough funds to cover new expenditure?	YES
If no, what is the plan to address the short fall?	N/A
<b>Section II: Contract Modifications</b>	
Complete this section if you are modifying the value of an existing contract.	
Contract Value Increase	\$ 299,890.00
New total contract amount	\$ 2,631,700.00
New contract expiration date	April 19, 2025
Goods/services provided by this contract	Cleaning of Bullet Traps & Shooting Ranges
Justification of need to modify this contract	Continuity of Service until New NCRB (SPEC# 1271758) is Processed/Awarded
Impact of denial	The City would be unable to meet OSHA Lead Exposure Requirements
<b>Section III. Issue a Request for Services to a Master Consulting Agreement</b>	
Complete this section if you want to issue a request for services to a Master Consulting Agreement	
Value of planned task order request	N/A
Expiration date of planned task order request	N/A
Scope of services	N/A
Justification of need to issue request for services	N/A
Impact of denial	N/A
<b>Section IV: Assessment of Office of Budget and Management Analyst</b>	
Approve/Deny	Approve
OBM Analyst Initials	JS
OBM Analyst Name/number	Joseph Sacks

"No Change from Original Award"

Scope of Work  
for  
Best Technology Systems

The following scope of work is for cleaning the Chicago Police Department's (Areas 1-5 and Training Academy) bullet traps and shooting ranges for the individual ranges is as follows:

Area 1

This scope of work is for the individual cleaning of the Chicago Police Department Area 1 bullet trap and parts of the shooting range. The proposal is for one visit per month with 12 visits within the contractual year per shooting range. The scope of work is as follows:

- Set up a decontamination unit and regulate the work area.
- Inspect and empty collection trays.
- Recycle spent lead projectiles.
- Supply containers and package the spent lead projectiles for recycling.
- HEPA vacuum the front of the bullet trap impact plates.
- HEPA vacuum and clean under the bullet trap.
- Wet wipe shooters booth and all horizontal and vertical surfaces from the firing line to the back wall and from the bottom of the safety ceiling to the floor.
- Visually inspect bullet trap components for wear/damage, compare with manufacturer's specification, and inform the owner of any visual defects.
- Replace and/or tighten any loose or missing nuts and bolts on the accessible exterior parts of the bullet trap.
- HEPA vacuum the shooting range floor.
- HEPA vacuum the first 200 sq. ft. of floor outside the entrance to the shooting range.
- HEPA vacuum the accessible intake vents over the bullet trap. (4 times/year)
- HEPA vacuum the accessible back side surfaces of the over-trap. (4 times/year)
- HEPA vacuum and wet wipe ceiling baffles/deflector shields. (4 times/year)
- HEPA vacuum and wet wipe target tracks, carriers and cross braces. (4 times/year)
- HEPA vacuum the shooting range walls from the floor up to 10 feet. (4 times/year)
- Disassemble deceleration chambers as needed to complete our work. (1 time/year)
- Remove the lead build up from the deceleration chambers. (1 time/year)
- Supply containers and package the lead build up from deceleration chambers for recycling. (1 time/year)
- Recycle the spent lead projectiles and lead build up from the deceleration chambers. (1 time/year)
- Spray the deceleration chamber with graphite lubricant. (1 time/year)
- Reassemble deceleration chambers. (1 time/year)
- Set up a wash station and regulate the ventilation room/area with lead danger signs and lead caution tape. (2x/year)
- Place 6 mil plastic on the floor in front of the ventilation unit doors. (2x/year)
- Create negative pressure in the ventilation room to contain lead dust. (2x/year)



Kevin Pater

4/18/2024



- Remove, package, and dispose of 2 used Rollomatic and 10 used HEPA filters from the unit as lead contaminated hazardous waste. (2x/year)
- HEPA vacuum the filter tracks and unit floor under the filters being changed out. (2x/year)
- Install 2 new Rollomatics and 10 new HEPA filters into the unit. (2x/year)
- New filters to be supplied by the owner.
- HEPA vacuum the floor in front of the ventilation unit and walkway to the exit. (2x/year)
- Conduct air sampling during the changing of the filters, inside and outside of the work area. (2x/year)
- If there is more than the stated amount of filters inside to be disposed of, or additional visits, a change order will be needed for the additional labor and disposal costs.
- If the ventilation rooms are already contaminated or need wet cleaning, a change order will be needed for the additional labor and waste disposal.
- Dismantle air diffusers for return air in the Ready Area. (1 time/year)
- HEPA vacuum and wet wipe the front and back of the air diffuser plates. (1 time/year)
- HEPA vacuum and wet wipe the diffuser sidewalls and metal louvers separating the diffusers from the duct work- no cleaning inside of the duct work. (1 time/year)
- Package and dispose of cleaning supplies, personal protective equipment, and ventilation filters as lead-contaminated hazardous waste. (2x/year)
- Monitor the negative pressure in the shooting range and inform the owner of any deficiencies.
- Notify owner of any wear/damage when performing lead cleaning/removal.
- Contractor is licensed by manufacturer to service all In Veris Training Solutions, Inc. (formerly Meggitt Training Systems) bullet traps.
- If the bullet trap has defects and the sidewalls need to be anchored or welding of leading edges and/or kick plates; BTS Inc. will submit a change order for the additional work. The labor and supply cost will be \$145.00 per hour. Bullet trap parts will be supplied by In Veris Training Solutions, Inc. (formerly Meggitt Training Systems) under a separate contract.
- Conduct work in accordance with the attached specifications.

The shooting range will be closed 1-2 days for work to be completed.

## Area 2

This scope of work is for the individual cleaning of the Chicago Police Department Area 2 bullet trap and parts of the shooting range. This proposal is for one visit per month with 12 visits within the contractual year per shooting range. The scope of work is as follows:

- Set up a decontamination unit and regulate work area.
- Inspect and empty collection trays.
- Recycle spent lead projectiles.
- Supply containers and package the spent lead projectiles for recycling.
- HEPA vacuum the front of the bullet trap impact plates.
- HEPA vacuum and clean under the bullet trap.
- Wet wipe shooters booth and all horizontal and vertical surfaces from the firing line to the back wall and from the bottom of the safety ceiling to the floor.

- Visually inspect bullet trap components for wear/damage, compare with manufacturer's specifications, and inform the owner of any visual defects.
- Replace and/or tighten any loose or missing nuts and bolts on the accessible exterior parts of the bullet trap.
- HEPA vacuum the shooting range floor.
- HEPA vacuum the first 200 sq. ft. of floor outside the entrance to the shooting range.
- HEPA vacuum the accessible intake vents over the bullet trap. (4 times / year)
- HEPA vacuum the accessible backside surfaces of the over-trap. (4 times / year)
- HEPA vacuum and wet wipe ceiling baffles/deflector shields. (4 times / year)
- HEPA vacuum and wet wipe target tracks, carriers, and cross braces. (4 times / year)
- HEPA vacuum the shooting range walls from the floor up to 10 feet. (4 times / year)
- Disassemble deceleration chambers as needed to complete our work. (1 time / year)
- Remove the lead buildup from the deceleration chambers. (1 time / year)
- Supply containers and package the lead build up from deceleration chambers for recycling. (1 time / year)
- Recycle the spent lead projectiles and lead build up from the deceleration chambers. (1 time / year)
- Spray the deceleration chambers with graphite lubricant. (1 time / year)
- Reassemble deceleration chambers. (1 time / year)
- Setup a wash station and regulate the ventilation room/area with lead danger signs and lead caution tape. (2x / year)
- Place 6 mil plastic on the floor in front of the ventilation unit doors. (2x / year)
- Remove, package, and dispose of 3 used Rollomatic and 33 used HEPA filters from the unit as lead contaminated hazardous waste. (2x / year)
- HEPA vacuum the filter tracks and unit floor under the filters being changed out. (2x / year)
- Install 3 new Rollomatic and 33 new HEPA filters into the unit. (2x / year)
- New filters to be supplied by the owner.
- HEPA vacuum the floor in front of the ventilation unit and walkway to the exit. (2x / year)
- Conduct air sampling during the changing of the filters, inside and outside of the work area. (2x / year)
- If there is more than the stated amount of filters to be disposed of, or additional visits, a change order will be needed for the additional labor and disposal costs.
- If the ventilation rooms are already contaminated or need wet cleaning, a change order will be needed for the additional labor and waste disposal.
- Dismantle air diffusers for return air in the Ready Area. (1 time / year)
- HEPA vacuum and wet wipe the front and back of the air diffuser plates. (1 time / year)
- HEPA vacuum and wet wipe the diffuser sidewalls and metal louvers separating the diffusers from the duct work- no cleaning inside of the duct work. (1 time / year)
- Package and dispose of cleaning supplies, personal protective equipment, and ventilation filters as lead-contaminated hazardous waste. (2x / year)
- Monitor the negative pressure in the shooting range and inform the owner of any deficiencies.
- Notify owner of any wear/damage when performing lead cleaning/removal

- Contractor is licensed by manufacturer to service all In Veris Training Solutions, Inc. (formerly Meggitt Training Systems) bullet traps.
- If the ventilation rooms are already contaminated or need wet cleaning, a change order will be needed for the additional labor and waste disposal.
- Dismantle air diffusers for return air in the Ready Area. (1 time / year)
- Package and dispose of cleaning supplies, personal protective equipment, and ventilation filters as lead-contaminated hazardous waste. (2x / year)
- Monitor the negative pressure in the shooting range and inform the owner of any deficiencies.
- Notify owner of any wear/damage when performing lead cleaning/removal.
- Contractor is licensed by manufacturer to service all In Veris Training Solutions, Inc. (formerly Meggitt Training Systems) bullet traps.
- If the bullet trap has deficits and the sidewalls need to be anchored or welding of leading edges and or kick plates; BTS, Inc. will submit a change order for the additional work. The labor and supply cost will be \$145.00 per hour. Bullet trap parts will be supplied by In Veris Training Solutions, Inc. (formerly Meggitt Training Systems) under a separate contract.
- Conduct work in accordance with the attached specifications.

The shooting range will be closed 1 – 2 days for work to be completed.

### Area 3

This scope of work is for the individual cleaning of the Chicago Police Department Area 3 bullet trap and parts of the shooting range. This proposal is for one visit per month with 12 visits within the contractual year per shooting range. The scope of work is as follows:

- Set up a decontamination unit and regulate the work area.
- Inspect and empty collection trays.
- Recycle spent lead projectiles.
- Supply containers and package the spent lead projectiles for recycling.
- HEPA vacuum the front of the bullet trap impact plates.
- HEPA vacuum and clean under the bullet trap.
- Wet wipe shooters booth and all horizontal and vertical surfaces from the firing line to the back wall and from the bottom of the safety ceiling to the floor.
- HEPA vacuum the shooting range floor.
- HEPA vacuum the first 200 sq. ft. of floor outside the entrance of the shooting range.
- Visually inspect bullet trap components for wear/damage, compare with manufacturer's specifications, and inform the owner of any visual defects.
- Replace and/or tighten any loose or missing nuts or bolts on the accessible exterior parts of the bullet trap.
- HEPA vacuum the accessible intake vents over the bullet trap. (4 times / year)
- HEPA vacuum the accessible back side surfaces of the over-trap. (4 times / year)
- HEPA vacuum and wet wipe ceiling baffles/deflector shields. (4 times / year)
- HEPA vacuum and wet wipe target tracks, carriers, and cross braces. (4 times / year)
- HEPA vacuum the shooting range walls from the floor up to 10 feet. (4 times / year)

- Disassemble deceleration chambers as needed to complete our work. (1 time / year)
- Remove the lead build-up from the decelerator chambers. (1 time / year)
- Supply containers and package the lead build up from the deceleration chambers for recycling. (1 time / year)
- Recycle the spent lead projectiles and lead build up from the deceleration chambers. (1 time / year)
- Spray the deceleration chambers with graphite lubricant. (1 time / year)
- Reassemble deceleration chambers. (1 time / year)
- Set up a wash station and regulate the ventilation room/area with lead danger signs and lead caution tape. (2x / year)
- Place 6 mil plastic on the floor in front of the ventilation unit doors. (2x / year)
- Create negative pressure in the ventilation room to contain lead dust. (2x / year)
- Remove, package, and dispose of 3 used Rollamatic and 10 used HEPA filters from the unit as lead contaminated hazardous waste. (2x / year)
- HEPA vacuum the filter tracks and unit floor under the filters being changed out. (2x / year)
- Install 3 Rollamatic and 10 new HEPA filters into the unit. (2x / year)
- New filters to be supplied by the owner.
- HEPA vacuum the floor in front of the ventilation unit and walkway to the exit. (2x / year)
- Conducting air sampling during the changing of the filters, inside and outside of the work area. (2x / year)
- If there is more than the stated amount of filters to be disposed of, or additional visits, a change order will be needed for the additional labor and disposal costs.
- If the ventilation rooms are already contaminated or need wet cleaning, a change order will be needed for the additional labor and waste disposal.
- Dismantle air diffusers for return air in the Ready Area. (1 time / year)
- HEPA vacuum and wet wipe the front and back of the air diffuser plates. (1 time / year)
- HEPA vacuum and wet wipe the diffuser sidewalls and metal louvers separating the diffusers from the duct work- no cleaning inside of the duct work. (1 time / year)
- Package and dispose of cleaning supplies, personal protective equipment and ventilation filters as lead-contaminated hazardous waste. (2x / year)
- Monitor the negative pressure in the shooting range and inform the owner of any deficiencies.
- Notify owner of any wear/damage when performing lead cleaning/removal.
- Contractor is licensed by manufacturer to service all In Veris Training Solutions, Inc. (formerly Meggitt Training Systems) bullet traps.
- If the bullet trap has defects and the sidewalks need to be anchored or welding of leading edges and/or kick plates; BTS, Inc. will submit a change order for the additional work. The labor and supply cost will be \$145.00 per hour. Bullet trap parts will be supplied by In Veris Training Solutions, Inc. (formerly Meggitt Training Systems) under a separate contract.
- Conduct work in accordance with the attached specifications.

The shooting range will be closed 1-2 days for work to be completed.



#### Area 4

The scope of work is for individual cleaning of the Chicago Police Department Area 4 bullet trap and parts of the shooting range. This proposal is for one visit per month with 12 visits within the contractual year per shooting range. The scope of work is as follows:

- Set up a decontamination unit and regulate the work area.
- Inspect and empty collection trays.
- Recycle spent lead projectiles.
- Supply containers and package the spent lead projectiles for recycling.
- HEPA vacuum the front of the bullet trap impact plates.
- HEPA vacuum and clean under the bullet trap.
- Wet wipe shooters booth and all horizontal and vertical surfaces from the firing line to the back wall and from the bottom of the safety ceiling to the floor.
- HEPA vacuum the first 200 sq. ft. of floor outside the entrance to the shooting range.
- HEPA vacuum the shooting room floor.
- Visually inspect bullet trap components for wear/damage, compare with manufacturer's specifications, and inform the owner of any visual defects.
- Replace and/or tighten any loose or missing nuts and bolts on the accessible exterior parts of the bullet trap.
- HEPA vacuum the accessible intake vents over the bullet trap. (4 times / year)
- HEPA vacuum the accessible back side surfaces of the over-trap. (4 times / year)
- HEPA vacuum and wet wipe ceiling baffles/deflector shields. (4 times / year)
- HEPA vacuum and wet wipe target tracks, carriers, and cross braces. (4 times / year)
- HEPA vacuum the shooting range walls from the floor up to 10 feet. (4 times / year)
- Disassemble deceleration chambers as needed to complete our work. (1 time / year)
- Remove the lead build up from the deceleration chambers. (1 time / year)
- Supply containers and package the lead build up from deceleration chambers for recycling. (1 time / year)
- Recycle the spent lead projectiles and lead build up from the deceleration chambers. (1 time / year)
- Spray the deceleration chambers with graphite lubricant. (1 time / year)
- Reassemble deceleration chambers. (1 time / year)
- Set up a wash station and regulate the ventilation room/area with lead danger signs and lead caution tape. (2x / year)
- Place 6 mil plastic on the floor in front of the ventilation unit doors. (2x / year)
- Create negative pressure in the ventilation room to contain lead dust. (2x / year)
- Remove, package and dispose of 12 used pleated and 12 used HEPA filters from the unit as lead contaminated hazardous waste. (2x / year)
- HEPA vacuum the filter tracks and unit floor under the filters being changed out. (2x / year)
- Install 12 new pleated and 12 new HEPA filters into the unit. (2x / year)
- New filters to be supplied by the owner.
- HEPA vacuum the floor in front of the ventilation unit and walkway to the exit. (2x / year)

- Conduct air sampling during the changing of the filters inside and outside of the work area. (2x / year)
- If there is more than the stated number of filters to be disposed of, or additional visits, a change order will be needed for the additional labor and disposal costs.
- If the ventilation rooms are already contaminated or need wet cleaning, a change order will be needed for the additional labor and waste disposal.
- Dismantle air diffusers for return air in the Ready Area. (1 time / year)
- HEPA vacuum and wet wipe the front and back of the air diffuser plates. (1 time / year)
- HEPA vacuum and wet wipe the diffuser sidewalls and metal louvers separating the diffusers from the duct work- no cleaning inside of the duct work. (1 time / year)
- Package and dispose of cleaning supplies, personal protective equipment, and ventilation filters as lead-contaminated hazardous waste. (2x / year)
- Monitor the negative pressure in the shooting range and inform the owner of any deficiencies.
- Notify owner of any wear/damage when performing lead cleaning/removal.
- Contractor is licensed by manufacturer to service In Veris Training Solutions, Inc. (formerly Meggitt Training Systems) bullet traps.
- If the bullet trap has defects and the sidewalls need to be anchored or welding of leading edges and/or kick plates; BTS, Inc. will submit a change order for the additional work. The labor and supply cost will be \$145.00 per hour. Bullet trap parts will be supplied by In Veris Training Solutions, Inc. (formerly Meggitt Training Systems) under a separate contract.
- Conduct work in accordance with the attached specifications.

The shooting range will be closed 1-2 days for work to be completed.

#### Area 5

This scope of work is for the cleaning of the Department's Area 5, 5 point, LE7500 Gran trap and parts of the shooting range. This proposal is for one visit per month with 12 visits within the contractual year.

The scope of work is as follows:

- Set up a decontamination unit and regulate the work area.
- Visually inspect bullet trap components for wear/damage, compare with manufacturer's specifications, and inform the owner of any visual defects.
- Replace and/or tighten any loose or missing nuts and bolts on the accessible exterior parts of the bullet trap.
- Fill the supply and safety bins with granular rubber from the bullet trap. If the bullet trap is still deficient of rubber, the BTS supervisor will inform the owner of how many bags of rubber will be needed for the next visit.
- HEPA vacuum and clean under the bullet trap.
- Wet wipe shooters booth and all horizontal and vertical surfaces from the firing line to the back wall and from the bottom of the safety ceiling to the floor.
- HEPA vacuum the shooting range floor.
- HEPA vacuum the first 200 sq ft. of floor outside the entrance to the shooting range.
- Install new gum rubber curtains. (1 time / year)

- Owner is to supply one roll of gum rubber for patching the rubber curtains. (1 time / year)
- HEPA vacuum the accessible intake vents over the bullet trap. (4 times / year)
- HEPA vacuum and wet wipe ceiling baffles/deflector shields. (4 times / year)
- HEPA vacuum and wet wipe target tracks, carriers and cross braces. (4 times / year)
- HEPA vacuum the shooting range walls from the floor up to 10 feet. (4 times / year)
- Supply containers and package the spent lead projectiles for recycling. (1 time / year)
- Remove spent lead projectiles from 135 cubic feet or 5 cubic yards of granulated rubber per lane. This will constitute that all of the granular rubber has been recycled and separated from most of the spent lead projectiles, and the granular rubber will be recycled back into the bullet trap and put into the recycle bin. The recycling will be completed by use of special vacuums that will separate most of the spent lead projectiles from the rubber material. The recycle will be completed from behind the bullet trap and from in front of the bullet trap. After the recycle is complete the gum rubber will be put back into position. (1 time / year)
- The owner is to supply three rolls of gum rubber to install on the bullet trap prior to the start of the recycling work
- The spent lead projectiles will be containerized and brought to a metal recycler. (1 time / year)
- Set up a wash station and regulate the ventilation room/area with lead danger signs and lead caution tape. (2x / year)
- Place 6 mil plastic on the floor in front of the ventilation unit doors. (2x / year)
- Create negative pressure in the ventilation room to contain lead dust. (2x / year)
- Remove, package, and dispose of 1 used Rollomatic, 4 used pleated, and 16 used HEPA filters from the unit as lead contaminated hazardous waste. (2x / year)
- HEPA vacuum the floor in front of the ventilation unit and walkway to the exit. (2x / year)
- Conduct air sampling during the changing of the filters, inside and outside of the work area. (2x / year)
- If there is more than the stated number of filters to be disposed of, or additional visits, a change order will be needed for the additional labor and disposal costs.
- If the ventilation rooms are already contaminated or need wet cleaning, a change order will be needed for the additional labor.
- Dismantle air diffusers for return air in the Ready Area (1 time / year)
- HEPA vacuum and wet wipe the front and back of the air diffuser plates (1 time / year)
- HEPA vacuum and wet wipe the diffuser side walls and metal louvers separating the diffusers from the duct work – no cleaning inside of the duct work (1 time / year)
- Package and dispose of cleaning supplies, personal protective equipment, and ventilation filters as lead contaminated hazardous waste. (2x / year)
- Monitor the negative pressure in the shooting range and inform the owner of any deficiencies.
- Notify owners of any wear/damage when performing lead cleaning/removal.
- Contractor is licensed by manufacturer to service all in Veris Training Solutions, Inc. (formerly Meggitt Training) Systems bullet traps.
- If the bullet trap is deficient of grantex or needs repair to bring it into compliance with the manufacturer's specifications, BTS, Inc. will submit a change order for the additional work. The labor and supply cost will be \$145.00 per hour. Bullet trap parts will be supplied by In Veris Training Solutions, Inc. (formerly Meggitt Training Systems) under a separate contract.

- Conduct work in accordance with the attached specifications.

The shooting range will be closed 1-3 days for work to be completed.

### **Training Academy**

This scope of work is for cleaning the Training Academy's shooting ranges, two -10 point, Venetian Blind bullet traps and parts of each shooting range. This proposal is for 1 visit per month with 12 visits within the contractual year. The scope of work is as follows:

- Set up a decontamination unit and regulate the work area.
- Inspect and empty collection trays.
- Supply containers and package the spent lead projectiles for recycling.
- Recycle spent lead projectiles.
- HEPA vacuum the front of the bullet trap impact plates.
- HEPA vacuum and clean under the bullet trap.
- HEPA vacuum the shooting range floor.
- Wet wipe shooters booth and all horizontal and vertical surfaces from the firing line to the back wall and from the bottom of the safety ceiling to the floor.
- HEPA vacuum the first 200 sq. ft. of floor outside the entrance to the shooting range.
- Visually inspect bullet trap components for wear/damage, compare with manufacturer's specifications, and inform the owner of any visual defects.
- Replace and/or tighten any loose or missing nuts and bolts on the accessible exterior parts of the bullet trap.
- HEPA vacuum the accessible intake vents over the bullet trap. (4 times / year)
- HEPA vacuum the accessible back side surfaces of the over trap. (4 times / year)
- HEPA vacuum and wet wipe ceiling baffles/deflector shields. (4 times / year)
- HEPA vacuum and wet wipe the target tracks, carriers, and cross braces. (4 times / year)
- HEPA vacuum the shooting range walls from the floor up to 10 feet. (4 times / year)
- Disassemble deceleration chambers as needed to complete our work. (2 times / year)
- Remove the lead build up from the deceleration chambers. (2 times / year)
- Supply containers and package the lead build up from deceleration chambers for recycling. (2 times / year)
- Recycle the spent lead projectiles and lead build up from the deceleration chambers (2 times / year)
- Spray the deceleration chambers with graphite lubricant. (2 times / year)
- Reassemble deceleration chambers. (2 times / year)
- Set up a wash station and regulate the ventilation rooms/areas with lead danger signs and lead caution tape.
- Place 6 mil plastic on floor in front of the ventilation unit floors.
- Create negative pressure in the ventilation rooms to contain lead dust.
- Remove and package 38 pre-filters monthly as lead contaminated hazardous waste. (12 times / year)



- Install 38 new pre-filters monthly. (12 times / year)
- Remove, package and dispose of 38 HEPA filters every 2 months as lead contaminated hazardous waste. (6 times / year)
- Install 38 HEPA pre-filters every 2 months. (6 times / year)
- Dispose of 76 pleated and 38 HEPA filters as lead contaminated hazardous waste. (6 times / year)
- HEPA vacuum the tracks and unit floor under the filters being changed out. (12 times / year)
- New filters to be supplied by the owner.
- HEPA vacuum the floor in front of the ventilation unit and walkway to the exit. (12 times / year)
- Conduct air sampling during the changing of the filters, inside and outside of the work area. (12 times / year)
- If there is more than the stated number of filters to be disposed of, or additional visits, a change order will be needed for the additional labor and disposal costs.
- If the ventilation rooms are already contaminated or need wet cleaning, a change order will be needed for the additional labor and waste disposal.
- Dismantle air diffusers for return air in the Ready Area. (1 time / year)
- HEPA vacuum and wet wipe the front and back of the air diffuser plates. (1 time / year)
- HEPA vacuum and wet wipe the diffuser sidewalls and metal louvers separating the diffusers from the duct work – no cleaning inside of the duct work. (1 time / year)
- Notify owner of any wear/damage when performing lead cleaning/removal.
- Package and dispose of cleaning supplies, personal protective equipment, and ventilation filters as lead-contaminated hazardous waste. (6 times / year)
- Monitor the negative pressure in the shooting range and inform the owner of any deficiencies.
- Contractor is licensed by manufacturer to service all In Veris Training Solutions, Inc. (formerly Meggitt Training Systems) bullet traps.
- If the bullet trap has defects and the sidewalls need to be anchored or welding of leading edges and/or kick plates; BTS, Inc. will submit a change order for the additional work. The labor and supply cost will be \$145.00 per hour. Bullet trap parts will be supplied by In Veris Training Solutions, Inc. (formerly Meggitt Training Systems) under a separate contract.
- Conduct work in accordance with the attached specifications.

*Harold J. St.*



**BEST TECHNOLOGY SYSTEMS**

Quality Specialists in Bullet Trap  
and Shooting Range Maintenance

April 18, 2024

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MBE Contractor  
Asian Minority Owned Business

Ms. Elsie Vazquez  
Dept. of Procurement Services  
121 N. LaSalle Street, Room 403  
Chicago, IL 60602

RE: Chicago Police Department - Areas 1 - 5 and Training Academy Contract #33790 Extension  
Bullet Trap and Shooting Range Cleaning with Packaging and Disposal of Ventilation Filters  
BTL – 24244-1

Dear Ms. Vazquez:

The following proposal is for cleaning the Chicago Police Department's (Areas 1 - 5 and Training Academy) bullet traps and shooting ranges. The services below were quoted and will be completed per the specification within our current City of Chicago Range Maintenance contract extension from 4/20/2024 through 4/19/2025.

### Area 1

This scope of work is for the individual cleaning of the Chicago Police Department Area 1 bullet trap and parts of the shooting range. This proposal is for one visit per month with 12 visits within the contractual year per shooting range. The scope of work is as follows:

- Set up a decontamination unit and regulate the work area.
- Inspect and empty collection trays
- Recycle spent lead projectiles
- Supply containers and package the spent lead projectiles for recycling.
- HEPA vacuum the front of the bullet trap impact plates
- HEPA vacuum and clean under the bullet trap
- Wet wipe shooters booth and all horizontal and vertical surfaces from the firing line to the back wall and from the bottom of the safety ceiling to the floor
- Visually inspect bullet trap components for wear/damage, compare with manufacturer's specifications, and inform the owner of any visual defects.
- Replace and/or tighten any loose or missing nuts and bolts on the accessible exterior parts of the bullet trap.
- HEPA vacuum the shooting range floor.
- HEPA vacuum the first 200 sq. ft. of floor outside the entrance to the shooting range.
- HEPA vacuum the accessible intake vents over the bullet trap. **(4 times / year)**.
- HEPA vacuum the accessible back side surfaces of the over-trap. **(4 times / year)**.
- HEPA vacuum and wet wipe ceiling baffles/deflector shields **(4 times / year)**.
- HEPA vacuum and wet wipe target tracks, carriers, and cross braces. **(4 times / year)**.
- HEPA vacuum the shooting range walls from the floor up to 10 feet. **(4 times / year)**
- Disassemble deceleration chambers as needed to complete our work. **(1 time / year)**.
- Remove the lead build up from the deceleration chambers. **(1 time / year)**.
- Supply containers and package the lead build up from deceleration chambers for recycling. **(1 time / year)**.
- Recycle the spent lead projectiles and lead build up from the deceleration chambers. **(1 time / year)**.
- Spray the deceleration chambers with graphite lubricant. **(1 time / year)**.
- Reassemble deceleration chambers. **(1 time / year)**.

- Reassemble deceleration chambers. **(1 time / year)**.
- Package and Dispose of 3 Rollomatic and 33 HEPA filters as lead contaminated hazardous waste. **(2x / year)**
- If there is more than the stated amount of filters to be disposed of, or additional visits, a change order will be needed for the additional labor and disposal costs.
- Rollomatics to be placed in 6mil bags and stored by the owner for BTS to package and dispose.
- The owner is to remove HEPA filters and box them in the boxes from the new filters and put duct tape on all open box seams.
- Dismantle air diffusers for return air in the Ready Area **(1 time / year)**.
- HEPA vacuum and wet wipe the front and back of the air diffuser plates **(1 time / year)**.
- HEPA vacuum and wet wipe the diffuser sidewalls and metal louvers separating the diffusers from the duct work - no cleaning inside of the duct work **(1 time / year)**.
- Package and dispose of cleaning supplies, personal protective equipment, and ventilation filters as lead-contaminated hazardous waste. **(2x / year)**
- Monitor the negative pressure in the shooting range and inform the owner of any deficiencies.
- Notify owner of any wear/damage when performing lead cleaning/removal.
- Contractor is licensed by manufacturer to service all Meggitt Training Systems bullet traps.
- If the bullet trap has defects and the sidewalls need to be anchored or welding of leading edges and/or kick plates; BTS, Inc. will submit a change order for the additional work. The labor and supply cost will be \$145.00 per hour. Bullet trap parts will be supplied by InVerisTraining Systems under a separate contract.
- Conduct work in accordance with the attached specifications.

The shooting range will be closed 1 - 2 days for work to be completed.

### Area 3

This scope of work is for the individual cleaning of the Chicago Police Department Area 3 bullet trap and parts of the shooting range. This proposal is for one visit per month with 12 visits within the contractual year per shooting range. The scope of work is as follows:

- Set up a decontamination unit and regulate the work area.
- Inspect and empty collection trays.
- Recycle spent lead projectiles.
- Supply containers and package the spent lead projectiles for recycling.
- HEPA vacuum the front of the bullet trap impact plates.
- HEPA vacuum and clean under the bullet trap.
- Wet wipe shooters booth and all horizontal and vertical surfaces from the firing line to the back wall and from the bottom of the safety ceiling to the floor
- Visually inspect bullet trap components for wear/damage, compare with manufacturer's specifications, and inform the owner of any visual defects.
- Replace and/or tighten any loose or missing nuts and bolts on the accessible exterior parts of the bullet trap.
- HEPA vacuum the shooting range floor.
- HEPA vacuum the first 200 sq. ft. of floor outside the entrance to the shooting range.
- HEPA vacuum the accessible intake vents over the bullet trap. **(4 times / year)**.
- HEPA vacuum the accessible back side surfaces of the over-trap. **(4 times / year)**.
- HEPA vacuum and wet wipe ceiling baffles/deflector shields **(4 times / year)**.
- HEPA vacuum and wet wipe target tracks, carriers, and cross braces. **(4 times / year)**.
- HEPA vacuum the shooting range walls from the floor up to 10 feet. **(4 times / year)**
- Disassemble deceleration chambers as needed to complete our work. **(1 time / year)**.
- Remove the lead build up from the deceleration chambers. **(1 time / year)**.
- Supply containers and package the lead build up from deceleration chambers for recycling. **(1 time / year)**.
- Recycle the spent lead projectiles and lead build up from the deceleration chambers. **(1 time / year)**.

- Recycle the spent lead projectiles and lead build up from the deceleration chambers. **(1 time / year)**.
- Spray the deceleration chambers with graphite lubricant. **(1 time / year)**.
- Reassemble deceleration chambers. **(1 time / year)**.
- Package and Dispose of 12 pleated and 12 HEPA filters as lead contaminated hazardous waste. **(2x / year)**
- If there is more than the stated amount of filters to be disposed of, or additional visits, a change order will be needed for the additional labor and disposal costs.
- Rollomatics to be placed in 6mil bags and stored by the owner for BTS to package and dispose.
- The owner is to remove HEPA filters and box them in the boxes from the new filters and put duct tape on all open box seams.
- Dismantle air diffusers for return air in the Ready Area **(1 time / year)**.
- HEPA vacuum and wet wipe the front and back of the air diffuser plates **(1 time / year)**.
- HEPA vacuum and wet wipe the diffuser sidewalls and metal louvers separating the diffusers from the duct work - no cleaning inside of the duct work **(1 time / year)**.
- Package and dispose of cleaning supplies, personal protective equipment, and ventilation filters as lead-contaminated hazardous waste. **(2x / year)**
- Monitor the negative pressure in the shooting range and inform the owner of any deficiencies.
- Notify owner of any wear/damage when performing lead cleaning/removal.
- Contractor is licensed by manufacturer to service all Meggitt Training Systems bullet traps.
- If the bullet trap has defects and the sidewalls need to be anchored or welding of leading edges and/or kick plates; BTS, Inc. will submit a change order for the additional work. The labor and supply cost will be \$145.00 per hour. Bullet trap parts will be supplied by InVeris Training Systems under a separate contract.
- Conduct work in accordance with the attached specifications.

The shooting range will be closed 1 - 2 days for work to be completed.

### Area 5

This scope of work is for the cleaning of the Department's Area 5, 5 point, LE7500 Gran trap and parts of the shooting range. This proposal is for one visit per month with 12 visits within the contractual year. The scope of work is as follows:

- Set up a decontamination unit and regulate the work area.
- Visually inspect bullet trap components for wear/damage, compare with manufacturer's specifications, and inform the owner of any visual defects.
- Replace and/or tighten any loose or missing nuts and bolts on the accessible exterior parts of the bullet trap.
- Fill the supply and safety bins with granular rubber from the bullet trap. **If the bullet trap is still deficient of rubber, the BTS supervisor will inform the owner on how many bags of rubber will be needed for the next visit.**
- HEPA vacuum and clean under the bullet trap.
- Wet wipe shooters booth and all horizontal and vertical surfaces from the firing line to the back wall and from the bottom of the safety ceiling to the floor.
- HEPA vacuum the shooting range floor.
- HEPA vacuum the first 200 sq. ft. of floor outside the entrance to the shooting range.
- Install new gum rubber curtains **(1 time / year)**.
- Patch holes in gum rubber curtains **(3 times / year)**.
- Owner is to supply 1 roll of gum rubber for patching the rubber curtains. **(1 time / year)**.
- HEPA vacuum the accessible intake vents over the bullet trap. **(4 times / year)**
- HEPA vacuum and wet wipe ceiling baffles/deflector shields **(4 times / year)**.
- HEPA vacuum and wet wipe target tracks, carriers and cross braces. **(4 times / year)**.
- HEPA vacuum the shooting range walls from the floor up to 10 feet. **(4 times / year)**.

- HEPA vacuum the first 200 sq. ft. of floor outside the entrance to the shooting range.
- HEPA vacuum the accessible intake vents over the bullet trap. **(4 times / year)**.
- HEPA vacuum the accessible back side surfaces of the over trap. **(4 times / year)**
- HEPA vacuum and wet wipe ceiling baffles/deflector shields **(4 times / year)**.
- HEPA vacuum and wet wipe the target tracks, carriers, and cross braces. **(4 times / year)**.
- HEPA vacuum the shooting range walls from the floor up to 10 feet. **(4 times / year)**.
- Disassemble deceleration chambers as needed to complete our work. **(2 times / year)**.
- Remove the lead build up from the deceleration chambers. **(2 times / year)**.
- Supply containers and package the lead build up from deceleration chambers for recycling. **(2 times / year)**.
- Recycle the spent lead projectiles and lead build up from the deceleration chambers. **(2 times / year)**.
- Spray the deceleration chambers with graphite lubricant. **(2 times / year)**.
- Reassemble deceleration chambers. **(2 times / year)**.
- Package and Dispose of 76 pleated and 38 HEPA filters as lead contaminated hazardous waste. **(6x / year)**
- If there is more than the stated amount of filters to be disposed of, or additional visits, a change order will be needed for the additional labor and disposal costs.
- Rollomatics to be placed in 6mil bags and stored by the owner for BTS to package and dispose.
- The owner is to remove HEPA filters and box them in the boxes from the new filters and put duct tape on all open box seams.
- Dismantle air diffusers for return air in the Ready Area **(1 time / year)**.
- HEPA vacuum and wet wipe the front and back of the air diffuser plates **(1 time / year)**.
- HEPA vacuum and wet wipe the diffuser sidewalls and metal louvers separating the diffusers from the duct work - no cleaning inside of the duct work **(1 time / year)**.
- Notify owner of any wear/damage when performing lead cleaning/removal.
- Package and dispose of cleaning supplies, personal protective equipment, and ventilation filters as lead-contaminated hazardous waste. **(6x / year)**
- Monitor the negative pressure in the shooting range and inform the owner of any deficiencies.
- Contractor is licensed by manufacturer to service all Meggitt Training Systems bullet traps.
- If the bullet trap has defects and the sidewalls need to be anchored or welding of leading edges and/or kick plates; BTS, Inc. will submit a change order for the additional work. The labor and supply cost will be \$145.00 per hour. Bullet trap parts will be supplied by InVeris Training Systems under a separate contract.
- Conduct work in accordance with the attached specifications.

The shooting range will be closed 1-3 days for work to be completed.

The total cost breakdown for this project is as follows:

The cost to service the range for Area 1 will be:	\$ 30,470.00
The cost to service the range for Area 2 will be:	\$ 34,510.00
The cost to service the range for Area 3 will be:	\$ 30,715.00
The cost to service the range for Area 4 will be:	\$ 31,245.00
The cost to service the range for Area 5 will be:	\$ 31,700.00
The cost to service the ranges for the Training Academy will be:	\$118,630.00
Total cost for additional repair service ( \$145.00 X 56 hours)	<u>\$ 22,620.00</u>

The total project cost will be: \$299,890.00

Change order costs not associated with this contract will be billed at \$145.00 per hour for labor and supplies. All bullet trap parts will be supplied by InVeris Training Systems under a separate contract.

With these proposals, you will receive the following:

1. Lead licensed supervisor and workers.
2. Both EPA and OSHA guidelines will be implemented.



Quality Specialists in Bullet Trap and Shooting Range Maintenance

12024 S. Aero Drive
Plainfield, IL 60585-8796
P 815-254-9554 F 815-254-9558

www.btsranges.com
E-Mail: mail@btsranges.com

MBE Contractor
Asian Minority Owned Business

SPECIFICATIONS

FOR CONDUCTING CLEANING/MAINTENANCE WORK
IN INDOOR FIRING RANGES CONTAMINATED WITH LEAD

- 1. This specification is in compliance with the current contract and statement of work.
2. Contractor shall have established programs and if requested, shall submit before the start of work a copy of the following OSHA required, and other items:
- Respiratory Protection Program endorsed by a Certified Industrial Hygienist
- Medical Surveillance Program
- Evidence of medical examinations for all workers, including a physician's statement indicating the employee is fit to conduct this type of work
- Certificates of worker training
- Reference list demonstrating at least 10 previous projects of similar scope and a minimum of five years of experience in this type of work.
3. Contractor is responsible for complying with the following regulations that govern shooting ranges:
29 CFR 1910.1025 State/Local Regulations that govern shooting ranges
29 CFR 1910.134 40 CFR Parts 261-265
4. Contractor shall provide Customer with commercial/general liability, workmen's compensation and no less than one million dollars in lead pollution liability coverage.
5. Contractor performing repair work, disassembly, re-assembly, alteration, and/or return to service for the bullet trap shall be trained and authorized to perform such work by the original equipment manufacturer.

JOB NAME: City of Chicago Police Department BTL # 24244-1
(Areas 1-5 & Training Academy)

ACCEPTED: DATE:

Federal EPA#: Tax Exempt #:

Please email a copy of your tax exempt letter with the expiration date, along with this signed acceptance sheet and/or with your purchase order to:

mail@btsranges.com

Schedule D-1: Prime Contractor Affidavit-MBE/WBE Compliance Plan

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

Ms. Kelly O'Meara

708-612-5886

(Name- Please Print or Type)

(Phone)

I DO SOLEMNLY DECLARE AND AFFIRM UNDER PENALTIES OF PERJURY THAT THE CONTENTS OF THE FOREGOING DOCUMENT ARE TRUE AND CORRECT, THAT NO MATERIAL FACTS HAVE BEEN OMITTED, AND THAT I AM AUTHORIZED ON BEHALF OF THE PRIME CONTRACTOR TO MAKE THIS AFFIDAVIT.

Best Technology Systems, Inc.

(Name of Prime Contractor - Print or Type)

State of

Illinois

(Signature)

*[Handwritten Signature]*

County of

Will

Gary M. Chinn, President

(Name/Title of Affiant - Print or Type)

3-8-2024

(Date)

On this 8 day of March, 2024, the above signed officer

*[Handwritten Signature: Gary Chinn]*

(Name of Affiant)

personally appeared and, known by me to be the person described in the foregoing Affidavit, acknowledged that (s)he executed the same in the capacity stated therein and for the purposes therein contained.

IN WITNESS WHEREOF, I hereunto set my hand and seal.

*[Handwritten Signature: Stephanie Havelka]*

(Notary Public Signature)

SEAL.

Commission Expires:

10-12-2026







FOR  
NON-CONSTRUCTION  
PROJECTS ONLY

**SCHEDULE C-1**  
MBE/WBE Letter of Intent to Perform as a  
Subcontractor, Supplier, or Consultant

Project Name: Cleaning Bullet Traps and Shooting Ranges Specification No: 1271758  
From: Occupational Training and Supply  
(Name of MBE/WBE Firm)  
To: Best Technology Systems, Inc. and the City of Chicago  
(Name of Prime Contractor)

The MBE or WBE status of the undersigned is confirmed by the attached City of Chicago or Cook County, Illinois Certification Letter: 100% MBE or WBE participation is credited for the use of a MBE or WBE "manufacturer" 60% participation is credited for the use of a MBE or WBE "regular dealer"

The undersigned is prepared to perform the following services in connection with the above named project/contract. If more space is required to fully describe the MBE or WBE proposed scope of work and/or payment schedule, including a description of the commercially useful function being performed, Attach additional sheets as necessary:  
Occupational Training and Supply

The above described performance is offered for the following price and described terms of payment:  
4.5% Net 30

**SUB-SUBCONTRACTING LEVELS**

A zero (0) must be shown in each blank if the MBE or WBE will not be subcontracting any of the work listed or attached to this schedule.

0 % of the dollar value of the MBE or WBE subcontract that will be subcontracted to non MBE/WBE contractors.  
0 % of the dollar value of the MBE or WBE subcontract that will be subcontracted to MBE or WBE contractors.

**NOTICE:** If any of the MBE or WBE scope of work will be subcontracted, list the name of the vendor and attach a brief explanation, description and pay item number of the work that will be subcontracted. MBE/WBE credit will not be given for work subcontracted to Non-MBE/WBE contractors, except for as allowed in the Special Conditions Regarding Minority Business Enterprise Commitment and Women Business Enterprise Commitment.

The undersigned will enter into a formal written agreement for the above work with you as a Prime Contractor, conditioned upon your execution of a contract with the City of Chicago, within three (3) business days of your receipt of a signed contract from the City of Chicago.

The undersigned has entered into a formal written mentor protégé agreement as a subcontractor/protégé with you as a Prime Contractor/mentor: ( x ) Yes ( ) No

**NOTICE:** THIS SCHEDULE AND ATTACHMENTS REQUIRE ORIGINAL SIGNATURES.

Kristina Mieczek 3-6-24  
(Signature of President/Owner/CEO or Authorized Agent of MBE/WBE) (Date)  
Kristina Mieczek - President  
(Name/Title - Please Print)  
kristina@otsafety.com - (631)-655-3900  
(E-mail & Phone Number)



**SCHEDULE D-1**  
**Compliance Plan Regarding MBE/WBE Utilization**  
**Affidavit of Prime Contractor**

**FOR**  
**NON-CONSTRUCTION**  
**PROJECTS ONLY**

**MUST BE SUBMITTED WITH THE BID. FAILURE TO SUBMIT THE SCHEDULE D-1 WILL CAUSE THE BID TO BE REJECTED. DUPLICATE AS NEEDED.**

Project Name Cleaning Bullet Traps and Shooting Ranges

Specification No 1271758

In connection with the above captioned contract, I HEREBY DECLARE AND AFFIRM that I am a duly authorized representative of Best Technology Systems, Inc.  
(Name of Prime Consultant/Contractor)

and that I have personally reviewed the material and facts set forth herein describing our proposed plan to achieve the MBE/WBE goals of this contract.

All MBE/WBE firms included in this plan have been certified as such by the City of Chicago and/or Cook County, Illinois (Letters of Certification Attached).

**I. Direct Participation of MBE/WBE Firms:**

**NOTE:** The bidder/proposer shall, in determining the manner of MBE/WBE participation, first consider involvement with MBE/WBE firms as joint venture partners, subcontractors, and suppliers of goods and services directly related to the performance of this contract.

A. If bidder/proposer is a joint venture and one or more joint venture partners are certified MBEs or WBEs, attach copies of Letters of Certification, Schedule B form and a copy of Joint Venture Agreement clearly describing the role of each MBE/WBE firm(s) and its ownership interest in the joint venture.

B. Complete this section for each MBE/WBE Subcontractor/Supplier/Consultant participating on this contract

1. Name of MBE/WBE: Best Technology Systems, Inc.  
 Address: 12024 S. Aero Dr. Plainfield, IL 60581  
 Contact Person Mr. Gary M. Chinn  
 Phone Number 815-254-9554  
 Dollar Value of Participation \$ Depends Upon Requirement  
 Percentage of Participation % 95.5%  
 Mentor Protégé Agreement (attach executed copy): ( ) Yes ( ) No Add'l Percentage Claimed: <sup>1</sup>        %  
 Total Participation % 95.5%
2. Name of MBE/WBE Occupational Training and Supply  
 Address: 7233 Adams Street Willowbrook IL 60527  
 Contact Person: Kristina Miczek

<sup>1</sup> The Prime Contractor may claim an additional 0.333 percent participation credit (up to a maximum of five (5) percent) for every one (1) percent of the value of the contract performed by the MBE/WBE protégé firm

Schedule D-1: Prime Contractor Affidavit-MBE/WBE Compliance Plan

Phone Number: 630-655-3900

Dollar Value of Participation \$ Depends Upon Requirement

Percentage of Participation % 4.5 %

Mentor Protégé Agreement (attach executed copy): ( ) Yes ( ) No Add'l Percentage Claimed: \_\_\_%

Total Participation % 4.5%

3. Name of MBE/WBE \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Dollar Value of Participation \$ \_\_\_\_\_

Percentage of Participation % \_\_\_\_\_

Mentor Protégé Agreement (attach executed copy): ( ) Yes ( ) No Add'l Percentage Claimed: \_\_\_%

Total Participation % \_\_\_\_\_

4. Name of MBE/WBE: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Dollar Value of Participation \$ \_\_\_\_\_

Percentage of Participation % \_\_\_\_\_

Mentor Protégé Agreement (attach executed copy): ( ) Yes ( ) No Add'l Percentage Claimed: \_\_\_%

Total Participation % \_\_\_\_\_

5. Attach Additional Sheets as Needed

II. Indirect Participation of MBE/WBE Firms

NOTE: This section need not be completed if the MBE/WBE goals have been met through the direct participation outlined in Section I. If the MBE/WBE goals have not been met through direct participation, Contractor will be expected to demonstrate that the proposed MBE/WBE direct participation represents the maximum achievable under the circumstances. Only after such a demonstration will indirect participation be considered.

MBE/WBE Subcontractors/Suppliers/Consultants proposed to perform work or supply goods or services where such performance does not directly relate to the performance of this contract:

1. Name of MBE/WBE: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_

**Schedule D-1: Prime Contractor Affidavit-MBE/WBE Compliance Plan**

**III. Summary of MBE/WBE Proposal**

**A. MBE Proposal (Direct & Indirect)**

1. MBE Direct Participation

MBE Firm Name	Dollar Amount Participation (\$)	Percent Amount Participation (%)
Best Technology Systems, Inc.	Depends Upon Requirements	95.5%
<b>Total Direct MBE Participation</b>		<b>95.5%</b>

2 MBE Indirect Participation

MBE Firm Name	Dollar Amount Participation (\$)	Percent Amount Participation (%)
<b>Total Indirect MBE Participation</b>		

**B. WBE Proposal (Direct & Indirect)**

1. WBE Direct Participation

WBE Firm Name	Dollar Amount Participation (\$)	Percent Amount Participation (%)
Occupational Training and Supply	Depends upon Requirements	4.5%
<b>Total Direct WBE Participation</b>		<b>4.5%</b>

2. WBE Indirect Participation

WBE Firm Name	Dollar Amount Participation (\$)	Percent Amount Participation (%)
<b>Total Indirect WBE Participation</b>		

**EXHIBIT 6: SEXUAL HARASSMENT POLICY AFFIDAVIT (SECTION 2-92-612)**

The policy prohibiting sexual harassment as described in Section 2-92-612 of the Municipal Code of Chicago ("MCC") is applicable to contracts paid from funds belonging to or administered by the City.

Contract Title: **CLEANING BULLET TRAPS & SHOOTING RANGES**  
Specification #: 1271758

In accordance with requirements set forth in Section 2-92-612 of the MCC, Contractor hereby attests that Contractor has a written policy prohibiting sexual harassment in compliance with Section 6-10-040 of the MCC.

In accordance with Section 6-10-040 of the MCC, Contractor's written policy prohibiting sexual harassment shall include, at a minimum, the following information:

- (i) a statement that sexual harassment is illegal in Chicago;
- (ii) the following definition of sexual harassment: "'Sexual harassment' means any (i) unwelcome sexual advances or unwelcome conduct of a sexual nature; or (ii) requests for sexual favors or conduct of a sexual nature when (1) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment, or (2) submission to or rejection of such conduct by an individual is used as the basis for any employment decision affecting the individual, or (3) such conduct has the purpose or effect of substantially interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment; or (iii) sexual misconduct, which means any behavior of a sexual nature which also involves coercion, abuse of authority, or misuse of an individual's employment position.";
- (iii) a requirement that all employees participate in: (1) sexual harassment prevention training annually, (a) Employees shall participate in a minimum of one hour of sexual harassment prevention training annually, and (b) Anyone who supervises or manages employees shall participate in a minimum of two hours of sexual harassment prevention training annually, and (2) one hour of bystander training annually;
- (iv) Examples of prohibited conduct that constitute sexual harassment;
- (v) Details on: (1) how an individual can report an allegation of sexual harassment, including, as appropriate, instructions on how to make a confidential report, with an internal complaint form, to a manager, employer's corporate headquarters or human resources department, or other internal reporting mechanism; and (2) legal services, including governmental, available to employees who may be victims of sexual harassment; and
- (vi) A statement that retaliation for reporting sexual harassment is illegal in Chicago.

Contractor understands that it may be required to produce records to the CPO to verify the information provided.

Under penalty of perjury the person signing below: (1) warrants that he/she is authorized to execute this Affidavit on behalf of Contractor, and (2) warrants that all certifications and statements contained in this Affidavit are true, accurate, and complete as of the date of execution.

Name of Contractor: Best Technology Systems, Inc

(Print or Type)

Signature of Authorized Officer: 

(Signature)

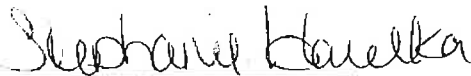
Title of Signatory: President

(Print or Type)

State of ILLINOIS

County of Will

Signed and sworn (or affirmed) to before me on 26 (date) by Earl Phinn (name/s of person/s making statement).



(Signature of Notary Public)

(Seal)





**CERTIFICATE OF FILING FOR**  
**CITY OF CHICAGO ECONOMIC DISCLOSURE STATEMENT**

EDS Number: 193664

Date of This Filing:01/08/2024 03:56 PM

Certificate Printed on: 01/08/2024

Original Filing Date:01/08/2024 03:56 PM

Disclosing Party: Best Technology Systems,  
Inc.

Title:President

Filed by: Mr. Gary M. Chinn

Matter: Shooting Range Maintenance

Applicant: Best Technology Systems, Inc.

Specification #: 1271758

Contract #: 2006-18546

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.



CITY OF CHICAGO



DEPARTMENT OF PROCUREMENT SERVICES

NOV 22 2021

Gary Chinn  
Best Technology Systems, Inc.  
12024 South Aero Drive  
Plainfield, IL 60585

Dear Mr. Chinn:

We are pleased to inform you that **Best Technology Systems, Inc.** has been recertified as a **Minority-Owned Business Enterprise ("MBE")** by the City of Chicago ("City"). This **MBE** certification is valid until **10/15/2026**; 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. Therefore, 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 **10/15/2022, 10/15/2023, 10/15/2024, and 10/15/2025**. 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 **10/15/2026**. 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 **8/15/2026**.

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 an **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.

*DMW*



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 Minority, Women-Owned Business Enterprise, Veteran-Owned Business Enterprise and Business Enterprise Owned or Operated by People with Disabilities in the specialty area(s) of:

**NAICS Code(s):**

**562910 – Remediation Services, Environmental**

**561720 – Janitorial Services**

**561720 Specializing in cleaning, decontamination, performing maintenance, preventative maintenance, alteration, repair and recertification on bullet traps and shooting ranges.**

Your firm's participation on City contracts will be credited only toward **MBE** 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, Women-Owned Business Enterprise, Veteran-Owned Business Enterprise and Business Enterprise Owned or Operated by People with Disabilities (MBE/WBE/VBE/BEPD) Program.

Sincerely,



Aileen Velazquez  
Chief Procurement Officer

AV/kr

# CERTIFICATE OF AUTHORIZATION

THIS ACKNOWLEDGES THAT

***Best Technology Systems, Inc.***  
***12024 S. Aero Drive, Plainfield, Illinois***

is authorized to perform installation, maintenance, preventive maintenance, alteration, repair and re-certification of the following bullet trap models manufactured by **InVeris Training Solutions, Inc. of Suwanee, GA**

LE5B LE9C LE2100 LE2200 LE2400 LE3500 LE5000 LE6500  
LE7500 AFP4 AFP5 RR-III-53

and is hereby designated as a  
Factory Authorized Service and Parts Distributor

*Ang Kubabach*

Senior Contracts Specialist

1/5/2024

Date

INVERIS TRAINING SOLUTIONS, INC.  
296 BROGDON ROAD, SUWANEE, GA 30024 PH (800)344-6771



January 5, 2024

To Whom it may concern,

This Best Technology Systems, Inc. is the only factory authorized service and parts company for InVeris Training Solutions, Inc. Inc. in the United States that is authorized to perform maintenance, preventative maintenance, alteration, repair and recertification on InVeris bullet traps in lead contaminated work areas. BTS also has all of the specialized equipment to service and work on all of the InVeris Training Solutions, Inc. bullet traps and ranges.

Kind Regards,

*Amy Krebsbach*

Amy Krebsbach  
Senior Contracts Specialist  
InVeris Training Solutions, Inc.



Occupational Training & Supply is a certified WBE in the city of Chicago.

Procurement Services will no longer provide physical letters. To view the current certificate on file please visit [chicago.mwdbe.com](http://chicago.mwdbe.com) and search Chicago's BEPD/MBE/VBE/WBE Certified Directory under Vendor Certification or view page two of this letter.

Thank you,

Kathy DeSalvo - President  
Occupational Training & Supply



**BEST TECHNOLOGY SYSTEMS**

Quality Specialists in Bullet Trap  
and Shooting Range Maintenance

January 5, 2024

**City of Chicago**  
**Contract Number: 2006-18546**  
**Contract Date: 4/20/2024 - 4/19/2025**

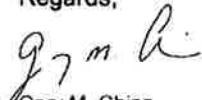
**M/WBE Compliance Letter**

Best Technology Systems, Inc. is in compliance with the M/WBE requirements outlined in this contract.

The MBE Direct Participant is Best Technology Systems, Inc.  
Our dollar amount participation is \$  
The percent amount of participation is 95.5%

The WBE Direct Participant is Inter City Supply Co., Inc.  
The dollar amount participation is \$  
The percent amount of participation is 4.5%

Regards,

  
Gary M. Chinn  
President

12024 S. Aero Drive  
Plainfield, IL 60585-8796  
P 815-254-9554 F 815-254-9558

[www.btsranges.com](http://www.btsranges.com)  
E-Mail: [mail@btsranges.com](mailto:mail@btsranges.com)

MBE Contractor  
Asian Minority Owned Business



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

04/24/2024

**PRODUCER**  
 Jeff Jurkovich -State Farm Insurance  
 3038 Hobson Rd.  
 Woodridge, IL 60517 630-964-2062

**THIS CERTIFICATE IS ISSUED AS MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.**

**INSURERS AFFORDING COVERAGE**

NAIC #

**INSURED**  
 Best Technology Systems Inc.  
 12024 Aero Dr  
 Plainfield, IL 60544

INSURER A: State Farm Fire and Casualty Company 25143

INSURER B:

INSURER C:

INSURER D:

INSURER E:

**COVERAGES**

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. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	ADD'L INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	
		<b>GENERAL LIABILITY</b>				EACH OCCURRENCE	\$
		<input type="checkbox"/> COMMERCIAL GENERAL LIABILITY				DAMAGE TO RENTED PREMISES (Ea occurrence)	\$
		<input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> OCCUR				MED EXP (Any one person)	\$
						PERSONAL & ADV INJURY	\$
						GENERAL AGGREGATE	\$
		GEN'L AGGREGATE LIMIT APPLIES PER:				PRODUCTS - COM/POP AGG	\$
		<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC					
X	X	<b>AUTOMOBILE LIABILITY</b>	E649798-C30-13	03/30/2024	09/30/2024	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
		<input checked="" type="checkbox"/> ANY AUTO	E649539-C30-13			BODILY INJURY (Per person)	\$
		<input checked="" type="checkbox"/> ALL OWNED AUTOS	E649732-C30-13			BODILY INJURY (Per accident)	\$
		<input checked="" type="checkbox"/> SCHEDULED AUTOS	E649941-C30-13			PROPERTY DAMAGE (Per accident)	\$
X	X	<input checked="" type="checkbox"/> HIRED AUTOS	E649542-C30-13				
X	X	<input checked="" type="checkbox"/> NON-OWNED AUTOS	E649799-C30-13				
			301 6460-C30-13G				
		<b>GARAGE LIABILITY</b>				AUTO ONLY - EA ACCIDENT	\$
		<input type="checkbox"/> ANY AUTO				OTHER THAN EA ACC	\$
						AUTO ONLY: AGG	\$
		<b>EXCESS/UMBRELLA LIABILITY</b>				EACH OCCURRENCE	\$
		<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE				AGGREGATE	\$
							\$
							\$
							\$
		<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>				WC STATU-TORY LIMITS	
		ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED?				OTH-ER	
		If yes, describe under SPECIAL PROVISIONS below				E.L. EACH ACCIDENT	\$
						E.L. DISEASE - EA EMPLOYEE	\$
						E.L. DISEASE - POLICY LIMIT	\$
		<b>OTHER</b>					

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS**

21 Dodge 5500, 16 ISUZU NPRXD, 15 ISUZU NPRXD, 12 MITSUBISHI FE160, 22 Ram 4500, 22 Ram 4500, 14 MITSUBISHI FE160, 12 MITSUBISHI FE160

**CERTIFICATE HOLDER**

CITY OF CHICAGO DEPT. OF PROCUREMENT SERVICES  
 CITY HALL, ROOM 806  
 121 N. LASALLE STREET  
 CHICAGO, IL 60602

**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL \_ DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

**AUTHORIZED REPRESENTATIVE**  
 Jeff Jurkovich, Agent



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

01/09/2024

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 have ADDITIONAL INSURED provisions or 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> McNeil and Company Inc. In CA dba McNeil & Company Insurance Services Lic# 0B67313 13841 Southwest Highway Orland Park IL 60462	<b>CONTACT NAME:</b> Anne Barber <b>PHONE (A/C, No, Ext):</b> 708-237-4643 <b>E-MAIL ADDRESS:</b> abarber@mcneilandcompany.com	<b>FAX (A/C, No):</b> 708-598-6686
	<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURED</b> Best Technology Systems, Inc. 12024 South Aero Drive Plainfield IL 60585	<b>INSURER A:</b> Beazley Syndicates NAIC # 37540	
	<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 INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Contractors Pollution Liability <input checked="" type="checkbox"/> Incl. Lead Ops GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	X	X	ENC 0007819-02	07/01/23	07/01/24	EACH OCCURRENCE \$ 3,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 75,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 3,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMPI/OP AGG \$ 3,000,000 Per Claim-Lead \$ 3,000,000
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$	X	X	ENX 0007620-02 CGL/CPL/PL/Auto/Comp Op OH Stop Gap Liability	07/01/23	07/01/24	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N N/A				PER STATUTE OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Contractors Professional Liability-E&O Coverage-Claims Made Form			ENC 0007819-02	07/01/23	07/01/24	Per Occurrence \$2,000,000 Aggregate \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
 PROJECT: SHOOTING RANGE - RE: SPECIFICATION #1271758  
 CONTRACT # 2008-18546

THE CITY OF CHICAGO IS AN ADDITIONAL INSURED AS RESPECTS OPERATIONS AND ACTIVITIES OF, OR ON BEHALF OF THE NAMED INSURED, PERFORMED UNDER CONTRACT WITH OR PERMIT FROM THE CITY OF CHICAGO. THE GENERAL AND EXCESS/UMBRELLA LIABILITY POLICIES DESCRIBED PROVIDE FOR SERVERABILITY OF INTEREST (CROSS LIABILITY) APPLICABLE TO THE NAMED INSURED AND THE CITY. THE GENERAL LIABILITY IS ON A PRIMARY AND NON-CONTRIBUTORY BASIS FOR ANY LIABILITY ARISING DIRECTLY OR INDIRECTLY FROM THE WORK. THE GENERAL LIABILITY AND UMBRELLA LIABILITY POLICIES INCLUDE A WAIVER OF SUBROGATION IN FAVOR OF THE CITY OF CHICAGO, ITS EMPLOYEES, ELECTED OFFICIALS, AGENTS OR REPRESENTATIVES. 60 DAY NOTICE OF CANCELLATION OR NON-RENEWED.

**CERTIFICATE HOLDER****CANCELLATION**

CITY OF CHICAGO  
 DEPT. OF PROCUREMENT SERVICES  
 CITY HALL, ROOM 806  
 121 N. LASALLE STREET  
 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

© 1988-2015 ACORD CORPORATION. All rights reserved.



Effective Date: 7/1/2023	PolicyNumber: ENC0007619-02
	Endorsement Number: 5
<b>ADDITIONAL INSURED – OWNERS, LESSORS OR CONTRACTORS – COMPLETED OPERATIONS</b>	

In consideration of a premium change of , this endorsement modifies insurance provided under the following:

**COMMERCIAL GENERAL LIABILITY COVERAGE PART**

All other terms and conditions of this Policy remain unchanged.

**SCHEDULE**

Name Of Additional Insured Person(s) Or Organization(s):	Location And Description Of Completed Operations
Any person(s) or organization(s) where this endorsement is required by contract.	All project locations where this endorsement is required by contract.
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

**Section II – Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury" or "property damage" caused, in whole or in part, by "your work" at the location designated and described in the schedule of this endorsement performed for that additional insured and included in the "products-completed operations hazard".

Effective Date: 7/1/2023	PolicyNumber: ENC0007619-02
	Endorsement Number: 3
PRIMARY/NON-CONTRIBUTORY – OTHER INSURANCE CONDITION	

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

All other terms and conditions of this Policy remain unchanged.

The following is added to the **Other Insurance** Condition and supersedes any provision to the contrary:

**Primary And Noncontributory Insurance**

This insurance is primary to and will not seek contribution from any other insurance available to an additional insured under your policy provided that:

- (1) The additional insured is a Named Insured under such other insurance; and
- (2) You have agreed in writing in a contract or agreement that this insurance would be primary and would not seek contribution from any other insurance available to the additional insured.

**SCHEDULE:**

Specific Entity to Schedule if required –  
As required by written contract.

Effective Date: 7/1/2023	PolicyNumber: ENC0007619-02
	Endorsement Number: 7
<b>WAIVER OF TRANSFER OF RIGHTS OF RECOVERY</b>	

This endorsement modifies insurance provided under the following:

**COMMERCIAL GENERAL LIABILITY COVERAGE PART**

All other terms and conditions of this Policy remain unchanged.

**SCHEDULE**

**Name of Person or Organization:**

Any person(s) or organization(s) where this endorsement is required by contract

**All Person(s) Or Organization(s) where this endorsement is required by contract.**

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

The TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US Condition (Section IV – COMMERCIAL GENERAL LIABILITY CONDITIONS) is amended by the addition of the following:

We waive any right of recovery we may have against the person or organization shown in the Schedule above because of payments we make for injury or damage arising out of your ongoing operations or "your work" done under a contract with that person or organization and included in the "products-completed operations hazard". This waiver applies only to the person or organization shown in the Schedule above.