

**JUSTIFICATION FOR NON-COMPETITIVE PROCUREMENT**

**COMPLETE THIS SECTION IF NEW CONTRACT**

For contract(s) in this request, answer applicable questions in each of the 4 major subject areas below in accordance with the Instructions for Preparation of Non-Competitive Procurement Form on the reverse side.

Request that negotiations be conducted only with CorLands for the product and/or services described herein.  
 (Name of Person or Firm)  
 This is a request for X (One-Time Contractor Requisition # \_\_\_\_\_, copy attached) or \_\_\_\_\_ Term Agreement or  
 \_\_\_\_\_ Delegate Agency (Check one). If Delegate Agency, this request is for "blanket approval" of all contracts within the  
 \_\_\_\_\_ (Attach List) Pre-Assigned Specification No. \_\_\_\_\_  
 (Program Name) Pre-Assigned Contract No. \_\_\_\_\_

**COMPLETE THIS SECTION IF AMENDMENT OR MODIFICATION TO CONTRACT**

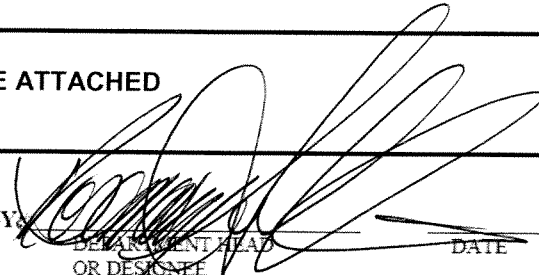
Describe in detail the change in terms of dollars, time period, scope of services, etc., its relationship to the original contract and the specific reasons for the change. Indicate both the original and the adjusted contract amount and/or expiration date with this change, as applicable. Attach copy of all supporting documents. Request approval for a contract amendment or modification to the following:

Contract #: \_\_\_\_\_ Company or Agency Name: \_\_\_\_\_  
 Specification #: \_\_\_\_\_ Contract or Program Description: \_\_\_\_\_  
 Mod. #: \_\_\_\_\_ (Attach List, if multiple)

*Jamie J Rhee* 773537-4726 \_\_\_\_\_ *OMP* \_\_\_\_\_ *5/12/05*  
 Originator Name Telephone Signature Department Date

Indicate SEE ATTACHED in each box below if additional space needed:

<input checked="" type="checkbox"/> <b>PROCUREMENT HISTORY</b>  <b>SEE ATTACHED</b>
<input checked="" type="checkbox"/> <b>ESTIMATED COST</b>  <b>\$40 MILLION (not to exceed) SEE ATTACHED</b>
<input checked="" type="checkbox"/> <b>SCHEDULE REQUIREMENTS</b>  <b>SEE ATTACHED</b>
<input checked="" type="checkbox"/> <b>EXCLUSIVE OR UNIQUE CAPABILITY</b>  <b>SEE ATTACHED</b>
<input checked="" type="checkbox"/> <b>OTHER</b> <b>SEE ATTACHED</b>

APPROVED BY:  \_\_\_\_\_ DATE \_\_\_\_\_  
 DEPARTMENT HEAD OR DESIGNEE BOARD CHAIRPERSON DATE

## INSTRUCTIONS FOR PREPARATION OF NON-COMPETITIVE PROCUREMENT FORM (Rev. 5/04)

If a City Department has determined that the purchase of supplies, equipment, work and/or services can not be done on a competitive basis, a sole source justification must be prepared on this "Justification for Non-Competitive Procurement Form" in which procurement is requested on a non-bid or non-competitive basis in accordance with 65 ILCS 5/8-10-4 of the Illinois Compiled Statutes. All applicable questions in each Subject Area below must be answered. 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. Also attach a complete CPAC Project Checklist, and any other required forms (see Other #1, below). The Board will not consider justifications with incomplete information documentation.

### PROCUREMENT HISTORY (INCLUDING FUTURE PROCUREMENT OBJECTIVES)

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 notices and list of sources contacted)
4. Describe all research done to find other sources. (List other cities contacted, companies in the industry contacted, professional organizations, periodicals and other publications used).
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, why not?

### ESTIMATED COST

1. What is the estimated cost for this requirement (or for each contract, if multiple awards contemplated)? What is the funding source?
2. What is the estimated cost by fiscal year, if the job project or program covers multiple years?
3. Explain the basis for estimating the cost and what assumptions were made and/or data used (ie. 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, other factors make this person or firm exclusively or uniquely qualified for the project. Attach copy of cost proposal and scope of services.
2. Does the proposed firm have personnel considered unquestionably predominant in the particular field?
3. What prior experience 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, etc. possess. Is compatibility with existing equipment critical from an operational standpoint? Explain why.
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.

### OTHER

1. Explain other related considerations and attach all applicable supporting documents (an approved Information Technology Strategy Committee (ITSC) form, an approved Request for Individual Contract Services form, etc.)
2. Explain what opportunities of direct/indirect involvement of Minority or Women Business Enterprises have been discussed and/or are available on this contract.

### REVIEW AND APPROVAL

This form must be signed by both the Originator of the request and approved by the Department Head or authorized designee. After review and final disposition from the Board, this form will be stamped to indicate the final disposition and signed by the Chairperson of the Board of authorized designee.

# JUSTIFICATION FOR NON-COMPETITIVE PROCUREMENT PROCEDURE

**Project:** Natural Area Restoration and Management Services  
**Contract Type:** Sole Source-Restoration & Management Professional Services  
**City Dept:** O'Hare Modernization Program

Construction of the O'Hare Modernization Program (OMP) will displace approximately 153 acres of wetlands and other waters of the United States at Chicago O'Hare International Airport. To begin construction, the OMP must receive the Federal Aviation Administration's Final Environmental Impact Statement and associated Record of Decision (FAA FEIS/ROD) and the United States Army Corps of Engineers Clean Water Act Section 404 Permit (USACE 404 Permit). Both of these approval documents require mitigation for impacts associated with the construction of OMP. The USACE is requiring mitigation at 436 replacement acres for what is being displaced at O'Hare. Some of this mitigation is likely to go to mitigation site(s) in DuPage County (153 acres), while the remainder mitigation acreage (283 acres) was sought through a Request for Proposals (RFP).

## 1. PROCUREMENT HISTORY

The RFP was advertised in the Chicago Tribune, Chicago Sun-Times, Daily Herald, and the Defender on Friday, April 23 2003 (see example certification to right). The RFP was also direct mailed to 16 individuals representing wetland developers, Cook, Will DuPage, and Lake County Forest Preserve Districts, as well as civil and environmental consultants. A pre-submittal meeting was held with 18 in attendance.

Five submittals were received on Thursday, July 1, 2004 proposing 15 individual sites for mitigation. The firms submitting were (1) Land and Water Resources, Inc. (2) Wetland Research, Inc. (3) V3 Companies (4) The Wetland Initiative and (5) Coronado - Palatine Land Group. On August 12, 2004 a letter addressed to all firms listed on the RFP take-out list were requested to provide clarification of their desire to submit a proposal for the wetland credits, due to the City's review of Section V.B.8.i regarding the site being available by legally enforceable means. Three of the original firms submitting proposals provided additional sites and one of these firms modified the proposal of an original site. Altogether, the sites submitted through the RFP process accounted for over 800 acres of potential mitigation.

On June 23, 2004, the Chicago City Council passed the OMP Wetland Developers Ordinance

WETLAND CREDITS  
ORDINANCE MODIFICATION  
PROCEDURE  
REQUEST FOR PROPOSALS

The City of Chicago, Illinois  
has adopted the Ordinance of the City of Chicago, Illinois, which provides for the establishment of a Wetland Credits Bank. The Ordinance provides that the City of Chicago, Illinois, shall acquire, purchase, or otherwise obtain wetland credits from private landowners and shall make such credits available to the City of Chicago, Illinois, for use in the mitigation of wetlands displaced by the City of Chicago, Illinois, for the O'Hare Modernization Program.

A proponent of the Ordinance is defined as the person who is the owner of the land on which the wetland credits are located. The Ordinance provides that the City of Chicago, Illinois, shall acquire, purchase, or otherwise obtain wetland credits from private landowners and shall make such credits available to the City of Chicago, Illinois, for use in the mitigation of wetlands displaced by the City of Chicago, Illinois, for the O'Hare Modernization Program.

The City of Chicago, Illinois, is hereby certifying that the Ordinance of the City of Chicago, Illinois, is a true and correct copy of the Ordinance of the City of Chicago, Illinois, as amended.

ROBERT M. BAKER  
MAYOR

ROBERT M. BAKER  
MAYOR

I, Michael E. Disauke, the authorized agent of the Sun-Times Company do hereby certify that an advertisement, of which the annexed printed slip is a true copy, was published on:

April 23, 2004

to-wit \_\_\_\_\_ time(s) in all editions of the SUN-TIMES, a newspaper published in the City of Chicago, County of Cook and the State of Illinois, and of general circulation throughout said county and state.

In Witness Whereof, and by virtue of authority duly vested in me by The Sun-Times Company, I have hereunto set my hand this 23 Day of April, A.D. 2004.

*Michael E. Disauke*  
Authorized Agent of the Sun-Times Company

Subscribed and sworn to before me  
This 23 Day of April, A.D. 2004.

*Richard L. Gordon*  
Notary Public

CHICAGO SUN-TIMES, INC.  
401 NORTH WABASH AVENUE, CHICAGO, ILLINOIS 60611 (312) 321-3600

that provides authority to the Executive Director of the OMP the following:

*- to select wetland developers through the RFP process for the purposes of securing land or interests in land for use as wetlands and for the purposes of developing and maintaining such land as wetlands mitigation sites.*

*- to enter into the Agreements with wetland developers and/or property owners and/or other governmental entities, to secure lands or interests in land or the availability of such lands or interests in land and the development of wetlands as contemplated by this Ordinance, as necessary or desirable to obtain the Credits.*

*- to execute all agreements and ancillary documents, with such terms as are appropriate in the judgment of the Executive Director, to effect the transactions contemplated by this Ordinance, including, without limitation, options and escrow agreements.*

Also, the Ordinance stipulates that all payments due or obligations undertaken by the City under the Agreements shall be made or satisfied solely from Airport funds available for OMP purposes.

On December 9, 2004, the Selection Committee, established to review proposals submitted in response to the RFP for wetland credits, met and concluded their proceedings. The selection committee qualified and ranked 12 potential wetland mitigation sites. Subsequently, the USACE created the Mitigation Review Team (MRT) consisting of members of the United States Environmental Protection Agency (USEPA), the Illinois Protection Agency (IEPA) and the U.S. Fish & Wildlife Service (USFWS). The MRT reviewed the "Wetland Credits - Request for Proposals, Qualified Sites" document and based on information provided in the proposals, initially chose six (6) potential mitigation sites from a list of 12 mitigation sites chosen by the selection committee.

On April 6, 2005, the OMP received a letter (see Attached) from USACE stating that they had completed their review of proposals, and based on field surveys, further narrowed the list of six to three sites that are acceptable. The mitigation available on these three sites leaves the OMP seriously short of adequate compensatory mitigation. As a result, the USACE suggested that the OMP participate in their "in-lieu fee" program. The OMP conducted research on entities involved in managing "in-lieu fee" programs on behalf of the Chicago District of the U.S. Army Corps of Engineers and found that CorLands was the most uniquely qualified entity with recent experience. After OMP construction has begun, the "in-lieu fee" program will be managed and administered by CorLands to work in conjunction with the USACE and other applicable regulatory agencies to identify, acquire property (if necessary), develop plans, implement mitigation and maintain and monitor in accordance with the requirements of these anticipated approvals.

CorLands has recently been involved in two procurement processes with the City of Chicago: Planning Now Services and Sole Source. Through the Planning Now Services process, CorLands was awarded a "Planning Now" contract with the Chicago Department of Planning and Development (Contract #: 5339, Specification #: B29189802) with a contract cap of \$3 million.

The use of CorLands was also previously approved for providing similar type services through the Sole Source Board (documentation submitted in August and October 2003).

## **2. ESTIMATED COST**

It is estimated that the budget for this project could be as much as \$40,000,000. Simultaneous with these approvals, the entire cost for this project will be encumbered in escrow with CorLands in support of the “in-lieu fee” program. Funds for the “in-lieu fee” mitigation will be encumbered of sources from OMP Funds in the amount of \$40,000,000.

## **3. SCHEDULE REQUIREMENTS**

Due to the project schedule associated with the OMP, CorLands needs to begin this work immediately. Their first task will be to assist in providing preliminary information relative to their longer-term efforts of providing mitigation in support of both the FAA’S FEIS and the USACE 404 Permit, with anticipated approvals in July and September 2005, respectively. Simultaneous with these approvals, the entire cost for this project will be encumbered in escrow with CorLands in support of the “in-lieu fee” program.

## **4. EXCLUSIVE OR UNIQUE CAPABILITY**

The use of CorLands for this project has been suggested by the United States Army Corps of Engineers in support of providing portions of the mitigation requirements anticipated with the approval of the USACE 404 Permit enabling construction of the O’Hare Modernization Program.

CorLands has the capabilities to assume responsibility to identify and restore land for natural area purposes in relation to the City of Chicago’s mitigation needs in relation to the proposed expansion of O’Hare International Airport known as the O’Hare Modernization Program (OMP).

In summary, CorLands possesses the following exclusive and unique qualifications to assist in meeting the requirements of USACE 404 Permit:

1. Proven qualifications supporting policy goals consistent with City of Chicago goals and policies.
2. Only non-profit with geographic mission specific to Chicagoland area.
3. Knowledge and experience with resources/institutions with Chicagoland dealing with open-land wetland restoration.

The additional information below is provided in further support of the unique and exclusive experience and qualifications of CorLands for this specific project:

### **The Organization**

CorLands is the only nonprofit organization in Chicago protecting open space through:

- Land acquisition,
- Technical assistance,

- Land acquisition planning,
- Conservation easements and
- Wetlands acquisition and restoration.

### **'In-Lieu Fee' Management**

*United States Army Corps of Engineers – Chicago District Experience:* Through management of the Material Service Corporation Settlement Fund (MSCSF), CorLands was directly involved and responsible for the following condensed summary of the MSCSF restoration, acquisition, and study/inventory projects which have been funded out of the MSCSF. Wherever possible, matching funds and/or in-kind services were contributed by the participating entities.

### **Restoration Projects – Midewin National Tallgrass Prairie**

1. Mola Tract (65 acres)
  - A. MSCSF funded restoration components: hydrologic restoration, planting of native seeds and plugs, herbaceous invasive control (mainly Canada thistle, reed canary grass, phragmites, and bull thistle), tree removal and chipping.
  - B. Project partners: Midewin (U.S. Forest Service), Ducks Unlimited, Chicago District – U.S. Army Corps, CorLands
  
2. South Patrol Road (490 acres)
  - A. MSCSF funded restoration components: Tree chipping and removal, railroad berm removal and grading, purchase of native seed and plugs, invasive plant control (mainly reed canary grass, phragmites, Canada thistle, bush honeysuckle, Autumn olive, and cottonwood seedlings)
  - B. Project partners: Midewin (U.S. Forest Service), The Wetlands Initiative, Chicago District – U.S. Army Corps, CorLands, NE Illinois Wetlands Account (The Conservation Fund, U.S. Fish & Wildlife Service), Illinois Department of Natural Resources – C2000 program, Grand Victoria Foundation, Dr. Scholl Foundation, Donnelly Foundation, McCormick Foundation
  
3. Prairie Creek Savanna (43 acres)
  - A. MSCSF funded components: Tree and shrub cutting and removal, follow-up treatment of woody resprouts (mainly bush honeysuckle and black locust), herbaceous invasive control (mainly garlic mustard), pre and post cutting hydrologic monitoring
  - B. Project partners: Midewin (U.S. Forest Service), Chicago District – U.S. Army Corps, CorLands
  
4. Wetland Seed Production Facility (4 acres – within 3 to 5 years will hopefully be producing enough seed to help restore/enhance 60 to 100 acres annually.)
  - A. MSCSF funded restoration components: design and layout of facility, well and utility installation, native seeds and plugs
  - B. Project partners: Midewin (U.S. Forest Service), Chicago District – U.S. Army Corps, CorLands

## Restoration Projects – Forest Preserve District of Cook County

1. Sag Valley Dolomite Prairie and Fen (60 acres)
  - A. MSCSF funded restoration components: Restoration and management plan for 100+ acres, woody invasive shrub cutting and burning (mainly buckthorn), select tree removal, follow-up treatment of resprouts, herbaceous invasive control (mainly teasel and reed canary grass), temporary seeding to generate burn fuel, prescribed burning
  - B. Project partners: FPD of Cook County, Chicago District – U.S. Army Corps, CorLands, NE Illinois Wetlands Account (The Conservation Fund, U.S. Fish & Wildlife Service), Illinois Nature Preserves Commission
  - C. Illinois Nature Preserves Commission dedication of Nature Preserve Buffer resulting from project – 150.6 acres
  
2. Bartel Grasslands (375 acres)
  - A. MSCSF funded restoration components: Drainage and tile inventory, hydric soil mapping, hydrologic restoration, removal of internal Osage orange hedgerows (approximately 3 ½ lineal miles of hedgerow) to establish 375 acres of uninterrupted grassland habitat, treatment of resprouts in cut hedgerows, native seeds and plugs, prescribed burning, herbaceous invasive control (mainly reed canary grass and leafy spurge), plant and grassland bird monitoring, volunteer recruitment and development, inventory of native insects
  - B. Project partners: FPD of Cook County, Chicago District – U.S. Army Corps, CorLands, Audubon – Chicago Region, Illinois Nature Preserves Commission
  - C. Illinois Nature Preserves Commission Land and Water Reserve dedication resulting from project – 585 acres
  
3. Orland Grasslands (900 acres)
  - A. MSCSF funded restoration components: Restoration and management plan for site, drainage and tile inventory, hydric soil mapping, removal of interior reforestation areas to establish approximately 750 acres of uninterrupted grassland habitat, treatment of woody resprouts and seedlings in former reforestation areas, herbaceous invasive control (mainly reed canary grass, teasel, and phragmites), plan and implement prescribed burns, volunteer recruitment and development, grassland nesting bird monitoring, inventory of native insects, public open house for adjoining residents, purchase of restoration equipment for volunteers
  - B. Project partners: FPD of Cook County, Chicago District – U.S. Army Corps, CorLands, Audubon – Chicago Region, Village of Orland Park, Illinois Nature Preserves Commission
  - C. Illinois Nature Preserves Commission Land and Water Reserve dedication resulting from project – 898 acres

## Restoration Projects – Illinois Department of Natural Resources

1. Long Run Seep Nature Preserve and Long Run Seep Addition (73 acres)
  - A. MSCSF funded restoration components: Cutting and removal of shrubs (mainly buckthorn) and select trees, treatment of resprouts, herbaceous invasive control

- (mainly garlic mustard, reed canary grass, phragmites, and teasel)
  - B. Project partners: Illinois Department of Natural Resources, Chicago District – U.S. Army Corps, CorLands, Illinois Nature Preserves Commission
  - C. Illinois Nature Preserves Commission dedication of Nature Preserve and Nature Preserve Buffer resulting from project – 41 acres
2. Des Plaines River Conservation Area (Blodgett Rd, Des Plaines Dolomite, Frontage Road, and Grant Creek Prairies – 550 acres)
    - A. MSCSF funded restoration components: Cutting and removal of invasive shrubs (mainly buckthorn and honeysuckle) and trees, girdling and herbiciding of select trees), herbaceous invasive control (mainly reed canary grass, teasel, crown vetch, and phragmites)
    - B. Project partners: Illinois Department of Natural Resources, Chicago District – U.S. Army Corps, CorLands, Illinois Nature Preserves Commission
    - C. Illinois Nature Preserves Commission Land and Water Reserve dedication resulting from project – 575 acres

Restoration Projects – Forest Preserve District of Will County

1. Lake Renwick East (105 acres)
  - A. MSCSF funded restoration components: drainage and tile inventory, hydric soil mapping, hydrologic restoration, planting of native seed and plugs, mowing, and installation of pedometers for long term monitoring
  - B. Project partners: FPD of Will County, Chicago District – Army Corps, CorLands, Illinois Nature Preserves Commission
  - C. Illinois Nature Preserves Commission Land and Water Reserve dedication resulting from project – 138 acres
2. Theodore Marsh (140 acres) and Rock Run Preserve South (19 acres)
  - A. MSCSF funded restoration components: Soil borings, fill removal, cutting and removal of trees and shrubs (both sites), follow-up treatment of resprouts (both sites), herbaceous invasive control (both sites - mainly reed canary grass), mowing, planting of native seed and/or plugs (both sites), restoration and management interpretive signage at Theodore Marsh and Rock Run Preserve
  - B. Project partners: FPD of Will County, Chicago District – U.S. Army Corps of Engineers, CorLands, Illinois Nature Preserves Commission
  - C. Illinois Nature Preserves Commission Land and Water Reserve dedication resulting from project – 140.436 acres
3. Romeoville Prairie (14 acres to date, additional acreage under study)
  - A. MSCSF funded restoration components: Cutting and removal of trees and shrubs, herbaceous invasive control, hydrologic study and analysis of Romeoville Prairie, modifications/improvements to storm water control structures, potential diversion of urban run-off, improvements to existing ground water infiltration trench
  - B. Project partners: FPD of Will County, Chicago District – U.S. Army Corps of



4. Lockport Prairie (11.6 acres to date, additional acreage under study)
  - A. MSCSF funded restoration components: Planting of native plugs, hydrologic (ground water and surface) monitoring of site, update of plant community map, GAP analysis of existing ground water, surface water, plant community, Hines emerald dragonfly, and spotted turtle data, inventory of Hines emerald dragonfly population at Material Services River South site, development of captive rearing protocols for Hines emerald dragonfly, removal of invasive trees and shrubs along west bluff line north of Division Street
  - B. Project partners: FPD of Will County, Chicago District – U.S. Army Corps of Engineers, U.S. Fish & Wildlife Service, Illinois Nature Preserves Commission, Illinois Natural History Survey, CorLands

#### Restoration Projects – Lockport Township Park District

Dellwood Park West (75 acres – includes south portion of Lockport Prairie East Natural Areas Inventory site)

- A. MSCSF funded components: Formulation of site restoration and management plan, drainage and tile inventory, soils analysis, hydrologic restoration, cutting and removal of invasive shrubs (mainly buckthorn), cutting and girdling of trees (mainly black locust and cottonwood), prescribed burning, native seeding, herbaceous invasive control (mainly reed canary grass, teasel, and garlic mustard), mowing, monitoring and population estimate of existing population of the federally listed leafy prairie clover
- B. Project Partners: Lockport Township Park District, Chicago District – U.S. Army Corps of Engineers, CorLands

#### Land Acquisition – Midewin National Tallgrass Prairie

Morgan Woods (77 acres along Prairie Creek immediately upstream of Midewin boundary.)

- A. MSCSF funding: \$210,000 - ½ of purchase price
- B. Project partners: Midewin (U.S. Forest Service), The Conservation Fund, Chicago District – U.S. Army Corps of Engineers, CorLands

#### Land Acquisition – Forest Preserve District of Cook County

Camp Sagawau Canyon Addition (6.70 acres containing the head of Camp Sagawau Canyon.)

- A. MSCSF funding: Up to \$202,200 or ½ of purchase price (which ever is less)
- B. Project partners: FPD of Cook County, Illinois Department of Natural Resources (OSLAD grant program), Illinois Nature Preserves Commission, Chicago District – U.S. Army Corps of Engineers, CorLands
- C. Illinois Nature Preserves Commission dedication of Nature Preserve or Nature Preserve Buffer required post acquisition – approximately 3 acres

## Land Acquisition – Forest Preserve District of Will County

Lockport Prairie (55 acres west of Lockport Prairie being acquired for watershed protection.)

- A. MSCSF funding: \$100,000
- B. Project partners: FPD of Will County, Chicago District – U.S. Army Corps of Engineers, CorLands

## Study/Inventory Projects

1. Lockport Prairie Hydrologic Study
  - A. MSCSF funded work: Identification of surface and subsurface (groundwater) watersheds feeding Lockport Prairie Nature Preserve, color aerial photography of Lockport Prairie and areas to the west of Lockport Prairie, one foot topography of Lockport Prairie, preliminary mapping of water bearing fracture zones within the upper level of dolomite bedrock, mapping via GPS of seep heads along west bluff of Lockport Prairie, identification of sub-watersheds and surface flow patterns within Lockport Prairie, installation of groundwater well nests to the west of Lockport Prairie and 2 years data collection, and integration of geohydrology and surface water hydrology work products, updated plant community map, FPDWC plant community map from 1983, INHS HED data, and spotted turtle data into a GIS platform for use by the FPDWC and USACE. Share and interface information with the INHS, USFWS, INPC, IDNR, and ISGS.
  - B. Project partners: FPD of Will County, Chicago District – U.S. Army Corps of Engineers, CorLands, Illinois Natural History Survey
2. Gauging Dolomite Prairie Insect Assemblage Restoration Success Within the Des Plaines River Valley
  - A. MSCSF funded work: Detailed inventory and analysis of native insect populations at select dolomite prairies within the lower Des Plaines River Valley to formulate a system of assessing the success of natural area restorations and management based on native insect populations.
  - B. Project Partners: NE Illinois University, Chicago District – U.S. Army Corps of Engineers, CorLands
3. Hyper spectral Remote Sensing Imagery for Monitoring Dolomite Prairie Restoration at Midewin National Tallgrass Prairie
  - A. MSCSF Funded work: Utilize hyper spectral scanning (HSS) remote sensing imagery to identify and map existing areas of dolomite prairie, and monitor ongoing dolomite prairie restoration efforts at Midewin National Tallgrass Prairie.
  - B. Project partners: Midewin (U.S. Forest Service, The Wetland Initiative, Purdue University, Chicago Wilderness, Chicago District – U.S. Army Corps of Engineers, CorLands
4. Pre-European Settlement Vegetative Map and Analysis of Cook County
  - A. MSCSF funded work: Analysis of public land surveyor notes for south Cook County and production of a series of maps depicting the pre-European vegetation

- of Cook County. Specific analysis of this information in relation to the MSCSF and Wetland Restoration Fund funded restoration sites in south Cook County (Bartel and Orland Grasslands, Sag Valley, Bergman Slough).
- B. Project partners: FPD of Cook County, The Morton Arboretum, Chicago Wilderness, Chicago District – U.S. Army Corps of Engineers, CorLands
5. Distribution and Quality of Hines Emerald Dragonfly Habitat in Relation to Surface and Groundwater Dynamics at Lockport Prairie Nature Preserve
    - A. MSCSF funded work: Detailed inventory and analysis of the existing federally listed Hines emerald dragonfly populations and their habitats at Lockport Prairie Nature Preserve and in Door County, Wisconsin, for the purpose of helping guide the formulation of hydrologic restoration and/or maintenance measures at Lockport Prairie Nature Preserve and other sites.
    - B. Project partners: Illinois Natural History Survey, FPD of Will County, U.S. Fish & Wildlife Service, Chicago District – U.S. Army Corps of Engineers, CorLands
  6. Restoration Planning Assistance and Volunteer Development at Orland and Bartel Grasslands
    - A. MSCSF funded work: Restoration planning and contractor coordination at Bartel Grassland, Public information open houses for Bartel and Orland Grasslands, Restoration planning assistance at Orland Grassland, Volunteer recruitment and development at Bartel and Orland Grassland, Development of volunteer monitoring programs (native and invasive plants, grassland nesting birds) for Bartel and Orland Grassland, Technical assistance in monitoring grassland nesting birds and both native and invasive plants
    - B. Project partners: Audubon – Chicago Region, FPD of Cook County, Chicago District – U.S. Army Corps of Engineers, CorLands
  7. Plants of Concern Volunteer Monitoring Program
    - A. MSCSF funded work: Provide financial support in 2004 to help expand the existing Plants of Concern monitoring program to identify and train volunteers to assist with the monitoring of MSCSF funded restorations in southern Cook and Will Counties.
    - B. Project Partners: Chicago Botanic Garden, FPD of Cook County, FPD of Will County, Midewin (U.S. Forest Service), Chicago District – U.S. Army Corps of Engineers, CorLands
  8. Prairie Creek Savanna Hydrologic Monitoring
    - A. MSCSF funded work: Development of soil moisture and water table monitoring goals and protocol in conjunction with the initial restoration of Prairie Creek Savanna, Purchase and placement of two weather stations and monitoring equipment within the restoration area, Collection and analysis of soil moisture and water table data before and after the removal of invasive trees and shrubs, Production of final report on the before and after effect of the removal of invasive trees and shrubs on soil moisture and water table
    - B. Project Partners: Graef, Anhalt, Schloemer, & Associates, Midewin (U.S. Forest

Service, Chicago District – U.S. Army Corps of Engineers, CorLands

*Technical Assistance:* Technical assistance by CorLands and its subcontractors in support of an “in-lieu fee” program can include, but is not limited to:

- Determining ownership and value of land
- Analysis and recommendations for best acquisition strategies
- Negotiations with landowner(s)
- Feasibility studies
- Analysis of title reports, including real estate taxes, liens, easements and other title issues associated with a property
- Coordination, review and analysis of a restricted summary appraisal report
- Analysis of an acquisition implementation plan and funding needs
- Coordination of an environmental analysis

**Other Exclusive and Unique Experience**

Recent examples of CorLands work under this “Planning Now Services” contract include the following experience with the City, Forest Preserve District of Cook County, and private organizations within Cook County:

*Van Vlissingen Prairie*

More than 100 acres of undeveloped land on Chicago’s far South Side are being reclaimed as a natural area. Van Vlissingen Prairie is the northern-most parcel in the proposed 4000-acre Calumet Open Space Reserve announced by Mayor Daley and Governor Ryan in June 2000. It will provide significant habitat for birds, including American bitterns and Wilson’s phalaropes. Blue flag irises, swamp milkweed and blazing stars grace its prairie grasses in summer. Due to the prairie’s strategic location, the City of Chicago spent months negotiating with the landowners, the Belt Railway Company, to acquire it. When the railway was ready to donate the parcel in August 2001, as part of a wetland mitigation plan, city officials knew they had to act quickly. They needed an interim owner that could hold onto the property while the City officials worked to obtain City Council approval and funding from the State for restoration work. CorLands accepted Van Vlissingen Prairie on the City’s behalf and expended funds to secure the property until it was transferred to the City of Chicago in March 2003. Over the next five years in cooperation with CorLands, the City of Chicago will spend at least \$1 million to clean up Van Vlissingen Prairie, enhancing its 59 acres of emergent marsh and wet prairie and create an additional six acres of wet prairie. The City will transfer title to the Illinois Department of Natural Resources after the City completes its restoration of the natural areas through CorLands.

*Lincoln-Ravenswood*

CorLands was advised of the City's potential interest in acquiring three vacant parcels, triangular in shape, located at the corner of Ravenswood and Lincoln in the Lakeview community. The

property was for sale and needed to be acquired for open space. The lots, approximately 6,000 square feet in size, are in the middle of 58 residential blocks that are underserved by parks or open space. CorLands made an offer on the property that was accepted by the owner. CorLands purchased the property. The City passed an ordinance to purchase the property. The property was sold to the City for the original cost, plus CorLands' staff time and land fees.

### *Goudy School*

CorLands acquired two vacant houses on two lots at 1066 & 1062 West Winona St., located directly adjacent to Goudy School. As part of Chicago's School Campus Park Program, the City, the Chicago Public Schools and the Chicago Park District sought to demolish homes to provide a campus park. CorLands acquired the property on and transferred title to the City of Chicago. The City reimbursed CorLands for the purchase and acquisition expenses.

Other projects that CorLands is involved with in Cook County through funds that CorLands periodically receives in to its Wetland Funds.

### Projects Presently Funded and Ongoing

1. Orland Grassland (900 acres): Natural area restoration project under way in southwestern Cook County in conjunction with the Forest Preserve District of Cook County ("FPDCC"). Site is located on the west side of Rt. 45 about ¼ mile north of I-80.
2. Sag Valley (100 acres): Natural area restoration under way in southwestern Cook County in conjunction with the FPDCC. Site is located east of Lemont on north side of 111<sup>th</sup> Street, just east of Rt. 83.
3. Bartel Grassland (375 acres): Natural area restoration project under way in south Cook County in conjunction with the FPDCC. Site is located on the north side of Vollmer Road about ¼ mile west of I-57.
4. Bergman Slough (100 acres): Natural area restoration under way in southwest Cook County in conjunction with the FPDCC. Site is located at the northeast corner of 123<sup>rd</sup> and Will-Cook Road.
5. Camp Sagawau Addition (6.70 acres): Acquisition of 6.70-acre property at the head of Camp Sagawau Canyon in conjunction with the FPDCC. Site is located on the south side of 111<sup>th</sup> Street just east of Rt. 83.
6. Santa Fe Prairie (10 acres): Natural area restoration underway in southwest Cook County in conjunction with the I&M Canal Civic Center Authority. Site located near Hodgkin.
7. Indian Boundary Prairies (46 acres): Natural area restoration and land acquisition in conjunction with The Nature Conservancy and NE Illinois University. System of four prairies are located north of 159<sup>th</sup> Street in the City of Markham.
8. Deer Grove Preserve (4 acres): Stream bank stabilization project underway in conjunction with the FPDCC in northwest Cook County.

### Projects and Partnerships Under Consideration

1. Black Partridge Woods (up to 40 acres): Restoration of dolomite prairie habitat along the valley floor of the Des Plaines River valley for the federally listed Hines emerald dragonfly in conjunction with the FPDCC, USFWS, and The Conservation Fund (NE Illinois Wetland Account).

2. Potawatomie Woods/Willow Sanders Tract (up to 20 acres): Restoration of wetland and upland habitat for the Massasagauwa rattlesnake in conjunction with the FPDCC, USFWS, and National Fish and Wildlife Foundation.

#### Recently Completed Projects

1. Land acquisition assistance: Van Vlissingen Prairie in the Lake Calumet area with the City of Chicago, Wentworth Prairie assemblage in Calumet City with the FPDCC, Indian Ridge Marsh in the Lake Calumet area with the City of Chicago, and Burnham Prairie in the City of Burnham with the FPDCC.
2. Restoration and Hydrologic Study: Wolf Road Prairie in Westchester in with the Save The Prairie Society, FPDCC, and IDNR.

### **5. OTHER**

#### Budget

The OMP may require as many as 500 mitigation credits through the CorLands agreement for a total of not to exceed \$40,000,000.

#### Non-Profit Status

CorLands is established as a 501c non-profit organization in the State of Illinois, and is not eligible for MBE/WBE certification by the city of Chicago.

#### Contact Information:

Gerry Adelman  
Executive Director  
CorLands  
25 E. Washington, Suite 1650  
Chicago, IL 60602-1708  
312-427-4256 phone  
312-427-6251 fax

# CPAC PROJECT CHECKLIST

For CPAC Team Use Only	
Date Received	_____
Date Returned	_____
Date Accepted	_____

**IMPORTANT:** PLEASE READ AND FOLLOW THE INSTRUCTIONS FOR COMPLETING THE PROJECT CHECKLIST AND CONTACT THE APPROPRIATE TEAM LEADER IF YOU HAVE ANY FURTHER QUESTIONS. ALL INFORMATION SHOULD BE COMPLETED INCLUDING THE SUPPLEMENTAL CHECKLIST REQUIRED BY THE SPECIFIC CPAC TEAM. ATTACH ALL REQUIRED MATERIALS AND SUBMIT FOR HANDLING TO THE DEPARTMENT OF PROCUREMENT SERVICES, ROOM 403, CITY HALL, 121 N. LASALLE STREET, CHICAGO, ILLINOIS 60602.

**PROJECT**  
**Date:** 5/12/05  
**ID No (Spec, RX, Project):** \_\_\_\_\_  
**Department:** Aviation  
**Bureau:** OMP  
**Contract No (if known):** \_\_\_\_\_  
**Project Title/Description:** Mitigation Services

**Contact Person:** Aurelio Garcia  
**Tel:** 557-4733 **Fax:** 557-4883 **E-mail:** aurelio.garcia@city  
**Project Manager:** Jamil Rhee  
**Tel:** 557-4770 **Fax:** 557-4881 **E-mail:** \_\_\_\_\_  
**Estimated Value \$:** 40 million (ate)

**SCOPE STATEMENT**

attached is a detailed scope of services and/or specification (see RFP attached)

**IMPORTANT:** THIS IS A CRITICAL PORTION OF YOUR SUBMITTAL. IN ORDER FOR A TEAM TO ACCEPT YOUR SUBMITTAL YOU MUST COMPLETE ALL TEAM SPECIFIC SCOPE REQUIREMENTS AS SET FORTH IN THE SUPPLEMENTAL CHECKLIST FOR THAT TEAM.

The following is a general description of what would be included in a Scope of Services or Specification:  
 A clear description of all anticipated services and products, including: time frame for completion, special qualifications of prospective vendors, special requirements or needs of the project, locations, anticipated participating user departments, citation of any applicable City ordinance or state/federal regulation or statute.

**TYPE OF PROCUREMENT REQUESTED (check all that apply)**

Competitive Bid     RFQ/RFP/RFS/RFI     Sole Source\*\*     Term Agreement     One Shot  
 Mod/Amendment     Time Extension     Additional Funding     Small Order     S/O Emergency

**FORMS**

<input type="checkbox"/> F-25* (add line item)	<input type="checkbox"/> F-10* (special approvals)	<input type="checkbox"/> SSRB** (sole source approval)
<input type="checkbox"/> F-26* (new term agreement)	<input type="checkbox"/> RX (one-shot requisition)	<input type="checkbox"/> OBM Authorization
<input type="checkbox"/> F-27* (time extension)	<input type="checkbox"/> APRF (all purpose request form)	
<input type="checkbox"/> F-29* (change vendor limit)		

\*\* Sole source requests must include vendor quotes/proposal and MBE/WBE compliance requirements

**FUNDING**

City:  Corporate     Bond     Enterprise     Grant\*     Other \_\_\_\_\_  
 State:  IDOT/Transit     IDOT/Highway     Grant\*     Other \_\_\_\_\_  
 Federal:  FHWA     FTA     FAA     Grant\*     Other \_\_\_\_\_  
 Funding Strip(s): \_\_\_\_\_

\* Attach copy of any applicable grant agreement terms and conditions

**TIME FRAME**

Date Needed: ASAP    Requested Contract Term (y/m/d): \_\_\_\_\_

**PRE BID/SUBMITTAL REQUIREMENTS**

Requesting Pre Bid/Submittal Conference?  Yes  No    Requesting Conference be Mandatory?  Yes  No  
 Requesting Site Visit?  Yes  No    Requesting Site Visit be Mandatory?  Yes  No



# PROJECT CHECKLIST

## ARCHITECTURAL/ENGINEERING SUPPLEMENTAL CHECKLIST

**Required Attachments:** Scope of Services, including location, description of project, services required, deliverables, and other information as required

### Risk Management

Will services be performed within 50 feet of CTA train or other railroad property?  Yes  No

Will services be performed on or near a waterway?  Yes  No

**Pre-Qualification** Category No. \_\_\_\_\_ Category Description: \_\_\_\_\_

For Pre-Qualification Program, attach list of suggested firms to be solicited

**Other Agency Concurrence Required:**  None  State  Federal  Other (fill in) \_\_\_\_\_

## AVIATION CONSTRUCTION SUPPLEMENTAL CHECKLIST

DOA sign-off for final design documents:  Yes  No

### Required Attachments:

Copy of Draft Contract Documents and Detailed Specifications.

### Risk Management:

Current Insurance Requirements prepared/approved by Risk Management: Yes  No

Will work be performed within 50 feet of CTA or ATS structure or property? Yes  No

Will work be performed airside? Yes  No

## CAPITAL EQUIPMENT (VEHICLES) SUPPLEMENTAL CHECKLIST

### Required Attachments:

Detailed Specifications including detailed description of the vehicle(s) or equipment, mounted equipment, if any, and options/accessories.

Special Provisions (Delivery, Warranty, Manuals, Training, Additional Unit Purchase Options, Bid Submittal Information, etc.)

Delivery Location(s)

Technical Literature

Drawings, if any

Part Number List (  Manufacturer; or  Dealer;  or Other Source: \_\_\_\_\_ )

Copy of current Price List(s)/Catalog(s)

Form F-10 or other authorization document

Any other exhibits and attachments

## COMMODITIES SUPPLEMENTAL CHECKLIST

### Required attachments:

Copies of price lists, catalogs, drawings, variations of part numbers

Any other exhibits or attachments

## CONSTRUCTION SUPPLEMENTAL CHECKLIST (LARGE & SMALL)

### Required attachments: Copy of Draft (80% Completion)

Copy of Draft (80% Completion) Contract Documents and Detailed Specifications

### Risk Management

Will services be performed within 50 feet of CTA train or other railroad property?  Yes  No

Will services be performed on or near a waterway?  Yes  No



# CPAC PROJECT CHECKLIST

---

## DELEGATE AGENCY SUPPLEMENTAL CHECKLIST

### Required attachments:

Attach Scope of Services that includes the following information 1) Program background & objectives; 2) Type of services for which proposals are sought; 3) Location and time line for delivery of services; 4) Qualifications, skills, and/or experience necessary; 5) Special licenses or certifications required; 6) Evaluation process (if known).

### Other Attachments (please submit all that apply)

1. Copy of grant application and/or grant agreement
2. Evidence of award authority (DAAC agenda with agency name highlighted; City Council ordinance with agency name highlighted; or OBM letter)
3. Modification information (Copy of Form F-8A; screen print of EPS AWDS table)

Does program require Executive Order 91-1 clearance?  Yes  No  
Is boilerplate from Law available or in production?  Yes  No  
Would your department benefit from technical assistance?  Yes  No

---

## HARDWARE/SOFTWARE SUPPLEMENTAL CHECKLIST

ITSC (approved by BIS)

OBM (approved by Budget form/memo)

Attach any documentation indicating any previous purchase activity to assist in the procurement process

Grant document attached

---

## PROFESSIONAL SERVICES SUPPLEMENTAL CHECKLIST

- Detailed scope of services as described on page 1.
- The Schedule of Compensation
- Deliverables
- Request for individual contract services (if applicable)
- The appropriate EPS form

\* If this is a Telecommunications/Utilities project, please also address the following:

Has the project been reviewed by DGS?  Yes  No  
Attach copy of DGS Recommendation; Reservation(s); or participate under current contract.  
Does the project include software?  Yes  No  
If yes, is signed ITSC form attached?  Yes  No  
Does the location involve:  
A public way?  Yes  No  
Any concession in the City's facilities?  Yes  No  
Is it anticipated City Council approval of the project or contract will be required?  Yes  No



**SMALL ORDERS SUPPLEMENTAL CHECKLIST**

Yes No

- 1. Special Approval Form/Justification Letter.  
e.g. (Emergency Contract, Telecommunication Back-up documents, Proposals , EPS Form F-10, etc.)
- 2. Suggested Vendor.
- 3. Commodity Code, Manufacturer, Catalog Information, Model No., Quantity, Unit Cost/Measure, Color etc.,
- 4. Detailed Specification or Scope of Work.

**ATTACHMENT REQUIRED FOR EACH SMALL ORDERS PROCUREMENT TYPE**

(Check Appropriate Group)

1. ONE SHOT (PN)

- YES ( ) NO ( ) Detailed Specifications
- YES ( ) NO ( ) Suggested Vendor
- YES ( ) NO ( ) Support Documentation

3. EMERGENCY CONTRACT

- YES ( ) NO ( ) Justification Letter
- YES ( ) NO ( ) Vendor Proposal
- YES ( ) NO ( ) Pre-assigned Requisition (RX)

4. TELEPHONE/FAX BIDS

- YES ( ) NO ( ) Justification Letter

2. SOLE SOURCE REQUIREMENTS

- YES ( ) NO ( ) Vendor Proposal
- YES ( ) NO ( ) Disclosure Affidavit
- YES ( ) NO ( ) Letter of Exclusive or Unique Capability
- YES ( ) NO ( ) Support Documentation from Vendor/Manufacturer.
- YES ( ) NO ( ) Signature(s) of Originator or Departmental Head/Designee.

**WORK SERVICES & FACILITY MAINTENANCE SUPPLEMENTAL CHECKLIST**

**Required Attachments:** Detailed Specifications (Scope of Services) including detailed description of the work, locations (with supporting detail), user department contacts, work hours/days, laborer/supervisor mix, compensation and price escalation considerations, contract term and extension options, contractor qualifications, citation of any applicable City/State/Federal statutes or regulations, citation of any applicable technical standards and price lists, catalogs, technical drawings and other exhibits and attachments as appropriate.

**Risk Management**

- Will services be performed within 50 feet of CTA train or other railroad property?  Yes  No
- Will services be performed on or near a waterway?  Yes  No
- Will services require the handling of hazardous/biowaste material?  Yes  No
- Will services require the blocking of streets or sidewalks in any way?  
Which may affect public safety?  Yes  No

**MEMORANDUM**

**TO:** Stacy Stewart  
Assistant to Commissioner  
Department of Procurement Services

**FROM:**   
Jamie Rhee  
General Counsel  
O'Hare Modernization Program

**DATE:** May 12, 2005

**RE:** Sole Source Request for CorLands

---

The O'Hare Modernization Program is requesting approval of CorLands for sole source procurement. Attached are the following required documents:

1. Justification for non-competitive procurement
2. CPAC Project Checklist
3. FMPS requisition
4. Budget

If you have any questions, I can be reached at (773) 557-4726

**Cc:** Nikki Bravo  
Gene O. Armstrong  
Robert Schmidt  
Aurelio Garcia