



A rectangular stamp with the word "COPY" inside, oriented vertically.

Chairman: Jay Stewart
Members: Ed Bedore, Ricardo Morales, Larry Ivory, Bill Black

April 4, 2014

Fred Hahn
Chief Procurement Officer
Capital Development Board
377C Stratton Office Building
Springfield, Illinois 62706

Re: 50-35 Potential Conflict of Interest, 630-042-001

Dear Mr. Hahn,

In accordance with the requirements of Section 50-35 of the Illinois Procurement Code, I have reviewed your request received April 4, 2014 and understand the facts to be as follows:

- 1) The Capital Development Board has issued a request for a review and comment on potential conflicts of interest disclosed by SMT Architects PC.
- 2) The contract pertains architectural/engineering services for roof replacements.
- 3) SMT Architects PC was selected via qualifications based selection.
- 4) The disclosure form submitted on behalf of the SMT Architects PC indicates the following:
 - a. Michelle Thorsell, 100% owner of SMT Architects PC was a Trustee for the village of Glen Ellyn, IL from 2007-2011. As Village Trustee, Ms. Thorsell voted on policy issues such as the Village budget, approval of vendor contracts and ordinance adoptions that included an ethics ordinance and building codes. Compensation for this position was \$20 per month.
- 5) The Capital Development Board confirmed that none of the disclosed individuals were in a position to influence the award of this contract. The Capital Development Board and CPO Hahn indicate that it would be in the best interest of the State to approve this conflict of interest due to the using agency's needs and the value of the contract.

Based on the foregoing, you are requesting my review and comment pursuant to the Illinois Procurement Code.

Review and Comment

After careful review of the documentation provided, I do not view the relationships disclosed above as creating a conflict of interest sufficient to preclude the Capital Development Board from entering into a contract with SMT Architects PC for the services outlined in your letter received April 4, 2014.

Sincerely,

A handwritten signature in black ink, appearing to read "A. Carter", written over a horizontal line.

Aaron Carter
Executive Director

Cc: EEC General Counsel