STATE OF ILLINOIS
PPB
PROCUREMENT POLICY BOARD

Chairman: David Vaught
Members: Ed Bedore, Ricardo Morales, Larry Ivory, Bill Black

May 22, 2013

Bill Grunloh
Chief Procurement Officer
Illinois Department of Transportation
Executive Ethics Commission
2300 S. Dirksen Pkwy
Room 200
Springfield, Illinois 62764

Re: 50-35 Potential Conflict of Interest, Contract 78154 from the March 8, 2013 Letting

Dear Mr. Bill Grunloh,

In accordance with the requirements of Section 50-35 of the Illinois Procurement Code, I have reviewed your request received May 21, 2013 and understand the facts to be as follows:

1) The Illinois Department of Transportation has issued a request for a review and comment on potential conflicts of interest disclosed by PJR & Associates, Inc.

2) The contract pertains to the contract for construction and related services in White County.

3) PJR & Associates, Inc was selected using prime contracted with subcontractor/competitively sealed bidding.

4) The disclosure form submitted on behalf of the PJR & Associates, Inc indicates the following:

    a. Patricia Reiman has disclosed that her daughter, Cindy Svanda, has been elected to the office of Jackson County Circuit Clerk. This is being disclosed in response to item 2(d) of the Form A Financial Interest Disclosure.

5) The Illinois Department of Transportation confirmed that none of the disclosed individuals were in a position to influence the award of this contract. The Illinois Department of Transportation and CPO Bill Grunloh 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 Illinois Department of Transportation May 21, 2013.

Sincerely,

Aaron Carter
Executive Director

Cc: EEC General Counsel

222 SOUTH COLLEGE STREET, SUITE 231, SPRINGFIELD, IL 62704
Telephone: (217) 785-3988 Fax: (217) 557-9927 TTY: (888) 642-3450

CHIEF PROCUREMENT OFFICE

Bill Grunloh, Department of Transportation - Highway Construction

May 20, 2013

Procurement Policy Board
222 South College Street, Suite 231
Springfield, IL 62704

RE: Conflict of Interest Disclosure – PJR & Associates, Inc., Sub-Contractor for a Contract (78154) from the March 8, 2013 letting

Dear Mr. Carter:

Attached is the potential conflict of interest form for PJR & Associates, Inc., a sub-contractor for a contract from the March 8, 2013 letting. PJR was selected by E.T. Simonds Construction Company (Simonds).

Prime Contract 78154 consists of construction related services in White County, and involves: replacing the structure (S.N. 097-0007) carrying Illinois Route 1 over McHenry Slough located east of Carmi. PJR will erect structural steel and perform repairs.

Simonds was selected via competitive sealed bidding process. A description of the contract and low bid amount is enclosed with this letter and conflict of interest checklist. This contract is in the Department's interests of constructing new structures to ensure the safety of the motoring public.

Patricia Reiman has disclosed that her daughter, Cindy Svanda, has been elected to office of Jackson County Circuit Clerk. This is being disclosed in response to Item 2(d) of the Form A Financial Interest Disclosure.

This conflict has been reviewed by our office, and it has been determined that this is not an actual conflict and will not interfere in the execution of this contract.

If you have any questions concerning this request, please contact Michael Copp of the Bureau of Construction, at 217-782-3413.

Sincerely,

Gretchen Tucka,
State Purchasing Officer

Enclosures

2300 South Dirksen Parkway • 200 Hanley Building • Springfield, IL 62706
P: (217) 558-5434 • F: (217) 557-5445

STATE OF ILLINOIS
PROCUREMENT POLICY BOARD
CONFLICT OF INTEREST REVIEW
CHECKLIST

Please ensure that the following documents are included with your request:

- ☒ Cover letter with overview of the potential Conflict of Interest
- ☒ Conflict of Interest Review Request Form
- ☒ Copy of Proposed Contract*
- ☒ Any Prequalification Information Submitted by the Vendor
- ☒ Prior Procurement Policy Board/Office of the Governor Conflict of Interest Review Letter for this Vendor
- ☒ Copy of the Disclosure/Certification Documents Submitted by the Vendor

*may be the proposed contract sent in with a RFP response, a copy of the solicitation response, etc.

Please scan original documents** with signatures and email to:

aaron.carter@illinois.gov
cc: deanna.rossetto@illinois.gov

If you are unable to scan and email the original signed documents, please send to:

Procurement Policy Board
222 South College Street, Suite 231
Springfield, IL 62704

**If you scan and email the original documents, please do not send the original documents to our office. Please keep the documents in your procurement file.

CONFLICT OF INTEREST REVIEW REQUEST FORM

The following information must be filled in as accurately and completely as possible. This form will be sent to the Procurement Policy Board providing essential information needed to review and determine if an actual conflict of interest exists, which is sufficient to preclude the State from entering into the attached proposed contract pursuant to section 50-35(d) of the Illinois Procurement Code.

CONTRACTING AGENCY INFORMATION

Using Agency:	Department of Transportation		
Address:	2300 South Dirksen Parkway	City/State:	Springfield, IL
Contact Person:	Michael D. Copp	Title:	Prequalification Engineer
Phone:	217.782.3413	Fax	217.524.4922
Email:	michael.copp@illinois.gov		

VENDOR INFORMATION FOR VENDOR WITH POTENTIAL CONFLICT

This Vendor is: ☐ Prime Vendor ☒ Sub-contractor

Name of Vendor:	PJR & Associates		
Address:	4883 Rock Crusher Road	City/State:	Campbell Hill, IL 62916
Contact Person:	Patricia Reiman	Title:	President
Phone:	618.426.3325	Fax:	618.426.3713
Email:	pjr@egyptian.net		

Procurement Bulletin Reference Number: Prime Contract 78154 Date Posted to Bulletin:

CONTRACT INFORMATION

Describe the need for this procurement or proposed contract: Prime Contract 78154 consists of construction related services in White County, and involves: replacing the structure (S.N. 097-0007) carrying Illinois Route 1 over McHenry Slough located east of Carmi. PJR will erect structural steel and perform repairs.

Total Contract Amount (Estimate if actual is unknown): $ Prime: 1,974,130.87

Contract Begin Date: Will begin upon authorization to proceed is received. Contract End Date:

Describe any Renewal Options (i.e. One 2-year Option): No renewal options

PROCUREMENT PROCESS

What was the method of procurement used to select this vendor? Contractor-subcontractor process.

If this vendor was selected using a competitive process, how many vendors responded to the bid? Not Applicable

Were any vendors disqualified? Not Applicable If yes, please explain why.

If a multiple award, how many vendors were awarded a contract? Not a multiple award/

Were there any instances of low vendor rejections? Not Applicable If yes, please explain why.

EXPLANATION OF POTENTIAL CONFLICTS OF INTEREST

For each individual identified as causing a potential conflict of interest, include the following information: name, relationship (if applicable), Agency of State employment, start date, job title and responsibilities. Indicate if any of the named individuals earn more than $106,447.20 and explain the potential conflict of interest.

Patricia Reiman has disclosed that her daughter, Cindy Svanda, has been elected to office of Jackson County Circuit Clerk. This is being disclosed in response to Item 2(d) of the Form A Financial Interest Disclosure.

If a prime vendor, did they disclose their use of lobbyists? ☐ Yes ☐ No
If yes, did the lobbyists lobby on behalf of the vendor to secure this contract? ☐ Yes ☐ No

PROVIDE A WRITTEN STATEMENT SIGNED BY THE AGENCY REPRESENTATIVE FOR YOUR AGENCY STATING:

1. Is the conflict an actual conflict and whether or not any of the above named individual(s) were in a position to influence the State's award of this contract.

This is not an actual conflict. Niether of Ms. Reiman nor Ms. Svanda has the ability to interfere in the competitively sealed bidding process. The Competetively Sealed Bidding Process is designed to remove any potential for interference.

2. Why is it in the best interest of the State to proceed with this contract.

This is for bridge structure replacement. This is in line with the Department's mission of maintaining safe roadways for the motoring public.

AGENCY/UNIVERSITY REPRESENTATIVE SIGNATURE

Michael D. Copp	Michael D. Copp	5/20/2013
Agency/University Representative Signature	Agency/University Representative Printed Name	Date
217.782.3413	michael.copp@illinois.gov	
Agency/University Representative Telephone	Agency/University Representative Email Address	

CPO SIGNATURE REQUIRED

	Bill Grunloh	5/20/2013
CPO Signature	CPO Printed Name	Date
217.558.5434	bill.grunloh@illinois.gov	
CPO Telephone Number	CPO Email Address	