



CITY OF CHICAGO



MAR 11 2021

DEPARTMENT OF PROCUREMENT SERVICES

Bob Arnold, VP Client Engagement
United Language Group, Inc.
433 Broadway
New York, New York 10013

Subject: One Year Extension Foreign Language Interpretation, Translation Services and Related Services and Solutions – US Communities National Contract
Specification Number: 125096
Contract Number: 33851
Requisition Number: 387635

Dear Mr. Arnold:

The City of Chicago elects to extend the above referenced contract for one year until March 14, 2022 per Section 5.3. Contract Extension Option in the contract.

The following documents must be completed and provided:

1. Complete the online Economic Disclosure Statement (EDS) which includes a Disclosure of Retained Parties. Contractors are responsible for notifying the City and updating their EDS any time there is a change in circumstances that makes any information provided or certification made in an Economic Disclosure Statement (EDS) inaccurate, obsolete, or misleading. Failure to so notify the City and update the EDS is grounds for declaring the Contractor in default, terminating the contract for default, and declaring the Contractor ineligible for future contracts. Your contract also requires that you notify the City of any changes in ownership. If you have a change in ownership or any other change in EDS information to disclose, complete the online EDS, which includes a Disclosure of Retained Parties. Submit an electronically signed, one-page EDS Certificate of Filing, which validates that the EDS has been filed. Additionally, the Municipal Code of Chicago requires the disclosure of Familial Relationships with Elected City Officials and Department Heads. The web address to submit your EDS and Familial Relationships Disclosure is: <https://webapps.cityofchicago.org/EDSWeb>.

2. Insurance Certificate, naming the City of Chicago as an additional insured and certificate holder.

If you have any questions, contact Joseph Chan, Sr. Procurement Specialist, at (312) 744-7659, or joseph.chan@cityofchicago.org.

Sincerely,

Shannon E. Andrews
Chief Procurement Officer
SEA/jc

Cc: Steve Loboda, DPS
File: Specification No. 125096