



DEPARTMENT OF BUILDINGS
CITY OF CHICAGO

December 21, 2016

Steven I. Berlin
Executive Director
Chicago Board of Ethics
740 North Sedgwick Street, 5th Floor
Chicago, IL 60654

Dear Executive Director Berlin,

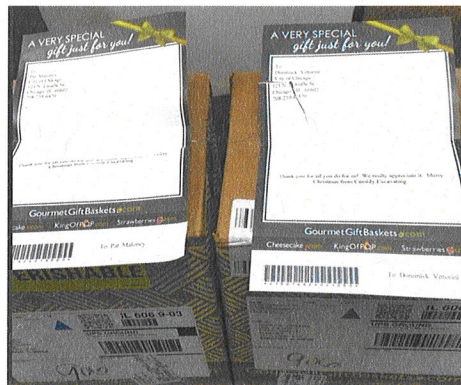
Pursuant to Section 2-156-144 of the Municipal Code of Chicago, the Department of Buildings wishes to report to your office the immediate return of a gift tendered to the Department.

Two boxes labeled Gourmet Gift Baskets, value unknown, were dropped off at our City Hall offices on Wednesday December 21, 2016. The gifts was sent from Cassidy Excavating and addressed to DOB staff members Pat Maloney and Dominick Vittorini. We did not open the boxes. Regardless of the retail value, the Department has a Zero Gift Policy.

I telephoned Cassidy Excavating and thanked them for her consideration but also informed of the Department's Zero Gift Policy and requested that they retrieve the gift.

Sincerely,

Matthew Beaudet
First Deputy Commissioner



cc: Judith Frydland, Commissioner

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