



DU PAGE COUNTY

Public Works Committee

Regular Meeting Agenda

421 N. COUNTY FARM ROAD
WHEATON, IL 60187
www.dupagecounty.gov

Tuesday, January 6, 2026

9:00 AM

Room 3500B

1. **CALL TO ORDER**

2. **ROLL CALL**

3. **CHAIRMAN'S REMARKS - CHAIR CHILDRESS**

4. **PUBLIC COMMENT**

5. **APPROVAL OF MINUTES**

5.A. [26-0183](#)

Public Works Committee - Regular Meeting Minutes - Tuesday, December 2, 2025

6. **BUDGET TRANSFERS**

6.A. [26-0184](#)

Public Works - \$355,000 FY25 budget transfer needed for Regular Salaries for labor hours worked; \$20,000 FY25 budget transfer needed for Benefit Payments for Compensated Absences accounting accrual; \$25,000 FY25 budget transfer needed for IMRF for labor hours worked; \$4,000 FY25 budget transfer needed for Social Security for labor hours worked; \$4,000 FY25 budget transfer needed for Overtime for labor hours worked; \$42,000 FY25 budget transfer needed for Benefit Payments for Compensated Absences accounting accrual.

6.B. [26-0185](#)

Facilities Management – Transfer of funds from account number 1000-1102-53380 (Repair & Maintenance Auto Equipment) in the amount of \$5,779 to 1000-1102-50010 (Overtime) for Facilities Management – Grounds Division for fiscal year 2025.

7. **BID AWARD**

7.A. [PW-P-0001-26](#)

Recommendation for the approval of a contract to West Side Tractor Sales Co., for a 2026 Felling FT-24-2 T tilting trailer with a four foot stationary deck, for the period of January 13, 2026 to November 30, 2026, for a total contract amount not to exceed \$32,400; per bid #25-132-PW.

8. BID RENEWAL**8.A. [26-0186](#)**

Recommendation for the approval of a contract to Knox Swan and Dog LLC, for geese control for the DuPage County campus, for Facilities Management - Grounds, for the period of March 1, 2026 through February 29, 2028, for a total contract amount not to exceed \$15,000; per renewal of bid #24-018-FM; first and final option to renew.

9. CONTRACT INCREASE**9.A. [PW-CO-0001-26](#)**

Amendment to Purchase Order 6971-0001 SERV, issued to AT&T, to increase the contract in the amount of \$15,000 to pay for the continued use of Analog Business and Circuit Lines for various DuPage County Public Works Locations. (Public Works)

10. SOLE SOURCE**10.A. [FM-P-0002-26](#)**

Recommendation for the approval of a contract to Midwest Applied Solutions, Inc., to provide ionization tube supplies for the HVAC clean air systems, for Facilities Management, for the period of January 14, 2026 through November 30, 2026, for a total contract amount not to exceed \$45,710.00, Per 55 ILCS 5/5-1022(c) not suitable for competitive bids. (Sole Source - authorized parts and service provider for this area.)

10.B. [FM-P-0001-26](#)

Recommendation for the approval of a contract to SecurMAR LLC, to furnish, deliver, and install 4 replacement Smiths Detection SDX 6040 X-ray Inspection System equipment, for the Circuit Court at the Judicial Office Facility, for Facilities Management, for the period of January 14, 2026 through January 13, 2027, for a total contract amount not to exceed \$150,248. Per 55 ILCS 5/5-1022(c) not suitable for competitive bids - Sole Source: end of life replacements.

11. ACTION ITEMS**11.A. [FI-R-0005-26](#)**

Acceptance of an extension of time for the Energy Efficiency and Conservation Block Grant PY24 - Intergovernmental Agreement No. DE-SE0000181, Company 5000 - Accounting Unit 2704, for an extension through November 30, 2026. (Facilities Management)

12. OLD BUSINESS**13. NEW BUSINESS****14. ADJOURNMENT**



Minutes

421 N. COUNTY FARM
ROAD
WHEATON, IL 60187
www.dupagecounty.gov

File #: 26-0183

Agenda Date: 1/6/2026

Agenda #: 5.A.



DU PAGE COUNTY

Public Works Committee

Draft Summary

421 N. COUNTY FARM ROAD
WHEATON, IL 60187
www.dupagecounty.gov

Tuesday, December 2, 2025

9:00 AM

Room 3500B

1. CALL TO ORDER

9:00 AM meeting was called to order by Chair Michael Childress at 9:01 AM.

2. ROLL CALL

PRESENT	Childress, Garcia, Haider, and Zay
ABSENT	DeSart, and Ozog
REMOTE	Galassi

MOTION TO ALLOW A BOARD MEMBER TO JOIN A COMMITTEE FOR QUORUM PURPOSES

Member Childress moved and Member Garcia seconded a motion to allow County Board Member Saba Haider to join the Public Works Committee for Quorum purposes.

RESULT:	APPROVED
MOVER:	Michael Childress
SECONDER:	Paula Garcia

MOTION TO ALLOW REMOTE PARTICIPATION

Member Garcia moved and Member Zay seconded a motion to allow the members of the County Board to conduct the meeting via teleconference/remotely.

RESULT:	APPROVED
MOVER:	Paula Garcia
SECONDER:	Jim Zay

3. CHAIRMAN'S REMARKS - CHAIR CHILDRESS

No remarks were offered.

4. PUBLIC COMMENT

No public comments were offered.

5. APPROVAL OF MINUTES

5.A. [25-2901](#)

Public Works Committee - Regular Meeting Minutes - Tuesday, November 18, 2025

RESULT:	APPROVED
MOVER:	Michael Childress
SECONDER:	Jim Zay

6. CONSENT ITEMS

6.A. [25-2902](#)

Second Amendment to Contract 5456-0001 SERV issued to Wold Architects and Engineers, to provide on-call Professional Architectural and Engineering Services, for Facilities Management, for a change order to extend the contract to May 31, 2026, no change in contract amount.

RESULT:	APPROVED
MOVER:	Michael Childress
SECONDER:	Jim Zay

7. JOINT PURCHASING AGREEMENT

7.A. [PW-P-0032-25](#)

Recommendation for the approval of a contract purchase order to HD Supply, Inc. d/b/a HD Supply Facilities Maintenance, LTD., for maintenance, repair, operating and cleaning supplies, for various Public Works Facilities, for the period of December 9, 2025 through June 30, 2027, for a total contract amount not to exceed \$45,000. Contract pursuant to the Intergovernmental Cooperation Act (Omnia Contract #25-JH-011).

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Michael Childress
SECONDER:	Jim Zay

7.B. [25-2895](#)

Recommendation for the approval of a contract to Brightly Software, Inc., for Maintenance Edge (Help Desk – formerly Facility Dude) and Connect Authenticate software licensing, for Facilities Management, for the period of December 1, 2025 through November 30, 2026, for a total contract amount not to exceed \$23,613.50, per quote #449789. Contract let pursuant to the Intergovernmental Cooperation Act (OMNIA Contract #R210702).

RESULT:	APPROVED
MOVER:	Michael Childress
SECONDER:	Jim Zay

8. BID AWARD8.A. [FM-P-0054-25](#)

Recommendation for the approval of a contract to Helm Mechanical, to furnish, deliver, and install a domestic hot water storage tank for the Jail, for Facilities Management, for the period of December 10, 2025 through December 9, 2026 for a contract total amount not to exceed \$107,558; per lowest responsible bid #25-123-FM.

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Michael Childress
SECONDER:	Jim Zay

9. OLD BUSINESS

No old business was discussed.

RESULT:	APPROVED
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10. NEW BUSINESS

Chief Administrative Officer Nick Kottmeyer reviewed the possibility of an additional appropriation for utilities (Electricity and Natural Gas) that will be needed to finalize payments in the 2025 Fiscal Year.

11. ADJOURNMENT

With no further business, the meeting was adjourned.



Budget Transfer

421 N. COUNTY FARM
ROAD
WHEATON, IL 60187
www.dupagecounty.gov

File #: 26-0184

Agenda Date: 1/6/2026

Agenda #: 6.A.

FY25
DuPage County, Illinois
BUDGET ADJUSTMENT
Effective April 1, 2025

From: 2000
Company #

CENTRAL ADMIN
From: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance		Date of Balance
					Prior to Transfer	After Transfer	
2665	50000		REGULAR SALARIES	\$ 355,000.00	540,478.17	185,478.17	12/18/25
2555	50080		SALARY & WAGE ADJUSTMENTS	\$ 49,000.00	126,922.00	77,922.00	12/18/25
2640	50080		SALARY & WAGE ADJUSTMENTS	\$ 4,000.00	12,305.00	8,305.00	12/18/25
2665	50080		SALARY & WAGE ADJUSTMENTS	\$ 42,000.00	100,062.00	58,062.00	12/18/25
Total				\$ 450,000.00			

To: 2000
Company #

SEWER OPERATIONS
To: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance		Date of Balance
					Prior to Transfer	After Transfer	
2555	50000		REGULAR SALARIES	\$ 355,000.00	1282,823.55	72,176.45	12/18/25
2555	51000		BENEFIT PAYMENTS	\$ 20,000.00	385.47	20,385.47	12/18/25
2555	51010		EMPLOYER SHARE I.M.R.F.	\$ 25,000.00	17,557.18	7,442.82	12/18/25
2555	51030		EMPLOYER SHARE SOCIAL SECURITY	\$ 4,000.00	2,283.01	6,283.01	12/18/25
2640	50010		OVERTIME	\$ 4,000.00	3,034.57	965.43	12/18/25
2665	51000		BENEFIT PAYMENTS	\$ 42,000.00	4,690.57	37,309.63	12/18/25
Total				\$ 450,000.00			

Reason for Request:

Public Works - \$355,000 FY25 budget transfer needed for Regular Salaries for labor hours worked. Public Works - \$20,000 FY25 budget transfer needed for Benefit Payments for Compensated Absences accounting accrual. Public Works - \$25,000 FY25 budget transfer needed for IMRF for labor hours worked. Public Works - \$4,000 FY25 budget transfer needed for Social Security for labor hours worked. Public Works - \$4,000 FY25 budget transfer needed for Overtime for labor hours worked. Public Works - \$42,000 FY25 budget transfer needed for Benefit Payments for Compensated Absences accounting accrual.

Department Head [Signature]

12/18/25
Date

Activity

(optional)

Chief Financial Officer

12/19/25
Date

****Please sign in blue ink on the original form****

Finance Department Use Only			
Fiscal Year <u>25</u>	Budget Journal # _____	Acctg Period _____	
Entered By/Date _____		Released & Posted By/Date _____	

PW - 1/6/26
FIN/CB - 1/13/26



Budget Transfer

421 N. COUNTY FARM
ROAD
WHEATON, IL 60187
www.dupagecounty.gov

File #: 26-0185

Agenda Date: 1/6/2026

Agenda #: 6.B.

DuPage County, Illinois
BUDGET ADJUSTMENT
Effective April 1, 2025

From: 1000
Company #

From: GROUNDS
Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance		Date of Balance
					Prior to Transfer	After Transfer	
1102	53380		REPAIR & MTCE AUTO EQUIPMENT	\$ 5,779.00	22,123.55	16,344.55	12/29/25
Total				\$ 5,779.00			

To: 1000
Company #

To: GROUNDS
Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance		Date of Balance
					Prior to Transfer	After Transfer	
1102	50010		OVERTIME	\$ 5,779.00	(5,777.56)	1.44	12/29/25
Total				\$ 5,779.00			

Reason for Request:

Budget transfer needed to cover unforeseen overtime for Grounds.

Department Head

Chief Financial Officer

Activity

(optional)

****Please sign in blue ink on the original form****

Finance Department Use Only			
Fiscal Year <u>25</u>	Budget Journal # _____	Acctg Period _____	
Entered By/Date _____	Released & Posted By/Date _____		

PW - 1/6/26

FIN/CB - 1/13/26



Public Works Requisition \$30,000 and Over

421 N. COUNTY FARM
ROAD
WHEATON, IL 60187
www.dupagecounty.gov

File #: PW-P-0001-26

Agenda Date: 1/6/2026

Agenda #: 7.A.

AWARDING RESOLUTION ISSUED TO
WEST SIDE TRACTOR SALES, CO.
FOR A 2026 FELLING FT-24-2 T TILTING TRAILER
FOR PUBLIC WORKS
(CONTRACT TOTAL AMOUNT \$32,400)

WHEREAS, proposals have been taken and evaluated in accordance with County Board policy; and

WHEREAS, the Public Works Committee recommends County Board approval for the issuance of a contract to West Side Tractor Sales, Co., for a 2026 Felling FT-24-2 T Tilting Trailer, for the period of January 13, 2026 through November 30, 2026, for Public Works

NOW, THEREFORE BE IT RESOLVED, that said contract is for a 2026 Felling FT-24-2 T Tilting Trailer, for the period of January 13, 2026 through November 30, 2026 for Public Works per 25-132-PW, be, and it is hereby approved for the issuance of a contract purchase order by the Procurement Division to West Side Tractor Sales, Co., 3300 Ogden Ave, Lisle, Illinois 60532, for a contract total amount of \$32,400.

Enacted and approved this 13th day of January, 2026 at Wheaton, Illinois.

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____

JEAN KACZMAREK, COUNTY CLERK



Procurement Review Comprehensive Checklist
Procurement Services Division
This form must accompany all Purchase Order Requisitions

SECTION 1: DESCRIPTION

General Tracking		Contract Terms	
FILE ID#:	RFP, BID, QUOTE OR RENEWAL #: 25-132-PW	INITIAL TERM WITH RENEWALS: OTHER	INITIAL TERM TOTAL COST: \$32,400.00
COMMITTEE: PUBLIC WORKS	TARGET COMMITTEE DATE: 01/06/2026	PROMPT FOR RENEWAL:	CONTRACT TOTAL COST WITH ALL RENEWALS: \$32,400.00
	CURRENT TERM TOTAL COST: \$32,400.00	MAX LENGTH WITH ALL RENEWALS:	CURRENT TERM PERIOD: INITIAL TERM
Vendor Information		Department Information	
VENDOR: West Side Tractor Sales Co.	VENDOR #:	DEPT: Public Works	DEPT CONTACT NAME: Sean Reese
VENDOR CONTACT: Tom Becker	VENDOR CONTACT PHONE: 630-797-1263	DEPT CONTACT PHONE #: 630-985-7400	DEPT CONTACT EMAIL: sean.reese@dupagecounty.gov
VENDOR CONTACT EMAIL: tbecker@wstsales.com	VENDOR WEBSITE:	DEPT REQ #:	
Overview			
DESCRIPTION Identify scope of work, item(s) being purchased, total cost and type of procurement (i.e., lowest bid, RFP, renewal, sole source, etc.). Recommendation for the approval of a contract to West Side Tractor Sales Co., for a 2026 Felling FT-24-2 T tilting trailer with a 4 foot stationary deck, for the period of January 13, 2026, to November 30, 2026, for a total contract amount not to exceed \$ 32,400 per lowest responsible bid #25-132-PW.			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished A new tilting trailer with a 4 foot stationary deck is required for Public Works. The current trailer is nearing the end of its useful life. The trailer is crucial to our underground department in transporting large equipment and shoring boxes in the event of a water or sewer main break.			

SECTION 2: DECISION MEMO REQUIREMENTS

DECISION MEMO NOT REQUIRED	Select an item from the following dropdown menu to identify why a Decision Memo (Section 3) is not required. LOWEST RESPONSIBLE QUOTE/BID (QUOTE < \$25,000, BID ≥ \$25,000; ATTACH TABULATION)
DECISION MEMO REQUIRED	Select an item from the following dropdown menu to identify why a Decision Memo (Section 3) is required.

SECTION 3: DECISION MEMO

SOURCE SELECTION	Describe method used to select source.
RECOMMENDATION AND TWO ALTERNATIVES	Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request, including status quo, (i.e., take no action).

SECTION 4: SOLE SOURCE MEMO/JUSTIFICATION

JUSTIFICATION	Select an item from the following dropdown menu to justify why this is a sole source procurement.
NECESSITY AND UNIQUE FEATURES	Describe the product or services that are not available from other vendors. Explain necessary and unique features or services. Attach letters from manufacturer, letters from distributor, warranties, licenses, or patents as needed. Be specific.
MARKET TESTING	List and describe the last time the market has been tested on the applicability of the sole source. If it has not been tested over the last 12 months, explain why not.
AVAILABILITY	Describe steps taken to verify that these features are not available elsewhere. Included a detailed list of all products or services by brand/manufacturer examined and include names, phone numbers, and emails of people contacted.

SECTION 5: Purchase Requisition Information

<i>Send Purchase Order To:</i>		<i>Send Invoices To:</i>	
Vendor: West Side Tractor Sales, Co.	Vendor#:	Dept: Public Works	Division: Public Works
Attn: Tom Becker	Email: tbecker@wstsales.com	Attn: Magda Leonida-Padilla	Email: pwaccountspayable@dupagecount y.gov
Address: 3300 Ogden Ave	City: Lisle	Address: 7900 S. Rt. 53	City: Woodridge
State: IL	Zip: 60532	State: IL	Zip: 60517
Phone: 630-797-1263	Fax:	Phone: 630-985-7400	Fax:
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Same as Above	Vendor#:	Dept: Same as Above	Division:
Attn:	Email:	Attn:	Email:
Address:	City:	Address:	City:
State:	Zip:	State:	Zip:
Phone:	Fax:	Phone:	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Jan 13, 2026	Contract End Date (PO25): Nov 30, 2026

Purchase Requisition Line Details											
LN	Qty	UOM	Item Detail (Product #)	Description	FY	Company	AU	Acct Code	Sub-Accts/ Activity Code	Unit Price	Extension
1	1	EA		FT-24-2 T Felling Trailer per specifications	FY26	2000	2665	54110		32,400.00	32,400.00
<i>FY is required, ensure the correct FY is selected.</i>										Requisition Total	\$ 32,400.00

Comments	
HEADER COMMENTS	Provide comments for P020 and P025.
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO.
INTERNAL NOTES	Provide comments for department internal use (not for P020 and P025). Comments will not appear on PO.
APPROVALS	Department Head signature approval for procurements under \$15,000. Procurement Officer Approval for ETSB.



THE COUNTY OF DUPAGE
FINANCE - PROCUREMENT
TAG-A-LONG TRAILER 25-132-PW
QUOTE TABULATION



NO.	ITEM	UOM	QTY	West Side Tractor Sales Co	Ditch Witch of Illinois, Inc. dba Ditch Witch Midwest	Trail King Industries, Inc
				PRICE	PRICE	PRICE
1	24' Tilting Platform Tag-Along Trailer	EA	1	\$ 32,400.00	\$ 33,669.76	\$ 42,936.95

NOTES

Quote Opening 11/25/25 @ 2:30 PM	SR, HK
Invitations Sent	4
Total Vendors Requesting Documents	0
Total Bid Responses	3

QUOTE PRICING FORM

Section I: Contact Information

Please complete the contact information below.

QUOTE NUMBER:	25-132-PW
COMPANY NAME:	WEST SIDE TRACTOR SALES CO.
CONTACT PERSON:	TOM BECKER
CONTACT EMAIL:	TBECKER@WSTSALES.COM

Section II: Pricing

F.O.B. Destination.

NO.	ITEM	UOM	QTY	PRICE
1	24' Tilting Platform Tag-Along-Trailer	EA	1	\$ 32,400.00
GRAND TOTAL (In words) THIRTY TWO THOUSAND, FOUR HUNDRED AND 00/100				

Section III: Certification

By signing below, the Bidder agrees to provide the required goods and/or services described in the Quote Specifications for the prices quoted on this Quote Pricing Form.

Printed Name: TOM BECKER Signature: 

Title: SALES REPRESENTATIVE Date: 11/19/2025



DuPage County
Finance Department
Procurement Division
421 North County Farm Road
Room 3-400
Wheaton, Illinois 60187-3978

SIGNATURE PAGE

Section I: Contact Information

Please complete the contact information below.

QUOTE NUMBER:	25-132-PW
COMPANY NAME:	WEST SIDE TRACTOR SALES CO.
CONTACT PERSON:	TOM BECKER
CONTACT EMAIL:	TBECKER@WSTSALES.COM

Section II: Certification

By signing below, the Bidder agrees to provide the service, and/or supplies as described in this quote and subject, without limitation, to all specifications, terms, and conditions herein contained. Further, the Bidder acknowledges receipt of any addendum issued.

Printed Name: TOM BECKER

Signature: _____

Title: SALES REPRESENTATIVE

Date: 11/19/2025



DuPage County
Finance Department
Procurement Division
421 North County Farm Road
Room 3-400
Wheaton, Illinois 60187-3978

REQUIRED VENDOR ETHICS DISCLOSURE STATEMENT

Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	25-132-PW
COMPANY NAME:	WEST SIDE TRACTOR SALES CO.
CONTACT PERSON:	TOM BECKER
CONTACT EMAIL:	TBECKER@WSTSALES.COM

Section II: Procurement Ordinance Requirements

Every contractor, union, or vendor that is seeking or has previously obtained a contract, change orders to one (1) or more contracts, or two (2) or more individual contracts with the County, shall provide to the Procurement Division a written disclosure of all political campaign contributions made by such contractor, union, or vendor to any incumbent County Board member, County Board chairman, or Countywide elected official whose office the contract to be awarded will benefit within the current and previous calendar year. The contractor, union, or vendor shall update such disclosure annually during the term of a multi-year contract and prior to any change order or renewal requiring approval by the county board. For purposes of this disclosure requirement, "contractor or vendor" includes owners, officers, managers, lobbyists, agents, consultants, bond counsel and underwriters counsel, subcontractors, and corporate entities under the control of the contracting person, and political action committees to which the contracting person has made contributions.

Has the Bidder made contributions as described above?

☐ Yes

☒ No

If "Yes", complete the required information in the table below.

RECIPIENT	DONOR	DESCRIPTION (e.g., cash, type of item, in-kind services, etc.)	AMOUNT/VALUE	DATE MADE

All contractors and vendors who have obtained or are seeking contracts with the County shall disclose the names and contact information of their lobbyists, agents and representatives and all individuals who are or will be having contact with county officers or employees in relation to the contractor bid and shall update such disclosure with any changes that may occur.

Has the Bidder had or will the Bidder have contact with lobbyists, agents, representatives or individuals who are or will be having contact with county officers or employees as described above.

☐ Yes

☒ No

If "Yes", list the name, phone number, and email of lobbyists, agents, representatives, and all individuals who are or will be having contact with county officers or employees in the table below.

NAME	PHONE	EMAIL

Section III: Violations

A contractor or vendor that knowingly violates these disclosure requirements is subject to penalties which may include, but are not limited to, the immediate cancellation of the contract and possible disbarment from future County contracts. Continuing and supplemental disclosure is required. The Bidder agrees to update this disclosure form as follows:

- If information changes, within five (5) days of change, or prior to county action, whichever is sooner;
- 30 days prior to the optional renewal of any contract;
- Annual disclosure for multi-year contracts on the anniversary of said contract
- With any request for change order except those issued by the county for administrative adjustments

The full text of the County's Ethics Ordinance is available at:

[Ethics | DuPage Co. IL](#)

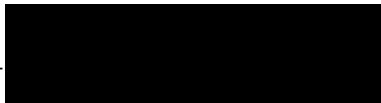
The full text of the County's Procurement Ordinance is available at:

[ARTICLE VI. - PROCUREMENT | Code of Ordinances | DuPage County, IL | Municode Library](#)

Section IV: Certification

By signing below, the Bidder hereby acknowledges that it has received, read, and understands these requirements, and certifies that the information submitted on this form is true and correct to the best of its knowledge.

Printed Name: TOM BECKER

Signature: 

Title: SALES REPRESENTATIVE

Date: 11/19/2025



Facilities Management Requisition Under \$30K

421 N. COUNTY FARM
ROAD
WHEATON, IL 60187
www.dupagecounty.gov

File #: 26-0186

Agenda Date: 1/6/2026

Agenda #: 8.A.



Procurement Review Comprehensive Checklist
Procurement Services Division
This form must accompany all Purchase Order Requisitions

SECTION 1: DESCRIPTION

General Tracking		Contract Terms	
FILE ID#: 26-0071	RFP, BID, QUOTE OR RENEWAL #: 24-018-FM	INITIAL TERM WITH RENEWALS: 2 YRS + 1 X 2 YR TERM PERIOD	INITIAL TERM TOTAL COST: \$15,000.00
COMMITTEE: PUBLIC WORKS	TARGET COMMITTEE DATE: 01/06/2025	PROMPT FOR RENEWAL: 3 MONTHS	CONTRACT TOTAL COST WITH ALL RENEWALS: \$30,000.00
	CURRENT TERM TOTAL COST: \$15,000.00	MAX LENGTH WITH ALL RENEWALS: FOUR YEARS	CURRENT TERM PERIOD: FIRST RENEWAL
Vendor Information		Department Information	
VENDOR: Knox Swan and Dog LLC	VENDOR #: 12129	DEPT: Facilities Management	DEPT CONTACT NAME: Mary Ventrella
VENDOR CONTACT: Robert Knox	VENDOR CONTACT PHONE: 847-875-3947	DEPT CONTACT PHONE #: 630-407-5705	DEPT CONTACT EMAIL: mary.ventrella@dupagecounty.gov
VENDOR CONTACT EMAIL: info@canadiangoosecontrol.com	VENDOR WEBSITE:	DEPT REQ #:	
Overview			
DESCRIPTION Identify scope of work, item(s) being purchased, total cost and type of procurement (i.e., lowest bid, RFP, renewal, sole source, etc.). Recommendation for the approval of a contract to Knox Swan and Dog LLC, for Geese Control for the DuPage County campus, for Facilities Management - Grounds, for the two (2) year period, March 1, 2026 through February 29, 2028, for a total contract amount not to exceed \$15,000, per renewal option under bid award #24-018-FM; first and final option to renew.			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished To properly control the geese population and clear sidewalks on the DuPage County campus, by daily site inspections.			

SECTION 2: DECISION MEMO REQUIREMENTS

DECISION MEMO NOT REQUIRED	Select an item from the following dropdown menu to identify why a Decision Memo (Section 3) is not required.
RENEWAL	
DECISION MEMO REQUIRED	Select an item from the following dropdown menu to identify why a Decision Memo (Section 3) is required.

SECTION 3: DECISION MEMO

SOURCE SELECTION	Describe method used to select source.
RECOMMENDATION AND TWO ALTERNATIVES	Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request, including status quo, (i.e., take no action).

SECTION 4: SOLE SOURCE MEMO/JUSTIFICATION

JUSTIFICATION	Select an item from the following dropdown menu to justify why this is a sole source procurement.
NECESSITY AND UNIQUE FEATURES	Describe the product or services that are not available from other vendors. Explain necessary and unique features or services. Attach letters from manufacturer, letters from distributor, warranties, licenses, or patents as needed. Be specific.
MARKET TESTING	List and describe the last time the market has been tested on the applicability of the sole source. If it has not been tested over the last 12 months, explain why not.
AVAILABILITY	Describe steps taken to verify that these features are not available elsewhere. Included a detailed list of all products or services by brand/manufacturer examined and include names, phone numbers, and emails of people contacted.

SECTION 5: Purchase Requisition Information

<i>Send Purchase Order To:</i>		<i>Send Invoices To:</i>	
Vendor: Knox Swan and Dog LLC	Vendor#: 12129	Dept: Facilities Management	Division:
Attn: Robert Knox	Email: info@canadiangoosecontrol.com	Attn:	Email: FMAccountsPayable@dupagecounty.gov
Address: 25350 W Scott Road	City: Barrington	Address: 421 N. County Farm Road	City: Wheaton
State: IL	Zip: 60010	State: IL	Zip: 60187
Phone: 847-875-3947	Fax:	Phone: 630-407-5700	Fax: 630-407-5701
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Knox Swan and Dog LLC	Vendor#: 12129	Dept: Facilities Management	Division:
Attn:	Email:	Attn: Jennifer Boyer	Email: jennifer.boyer@dupagecounty.gov
Address: 25350 W Scott Road	City: Barrington	Address: 421 N. County Farm Road	City: Wheaton
State: IL	Zip: 60010	State: IL	Zip: 60187
Phone:	Fax:	Phone:	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Mar 1, 2026	Contract End Date (PO25): Feb 29, 2028

Purchase Requisition Line Details											
LN	Qty	UOM	Item Detail (Product #)	Description	FY	Company	AU	Acct Code	Sub-Accts/ Activity Code	Unit Price	Extension
1	1	LO		Geese Control Services	FY26	1000	1102	53830		5,625.00	5,625.00
2	1	LO		Geese Control Services	FY27	1000	1102	53830		7,500.00	7,500.00
3	1	EA		Geese Control Services	FY28	1000	1102	53830		1,875.00	1,875.00
<i>FY is required, ensure the correct FY is selected.</i>										Requisition Total	\$ 15,000.00

Comments	
HEADER COMMENTS	Provide comments for P020 and P025. Perform daily inspections for Geese Control on County campus.
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO. Send PO to Vendor, Mary Ventrella, Cathie Figlewski, and Clara Gomez.
INTERNAL NOTES	Provide comments for department internal use (not for P020 and P025). Comments will not appear on PO. Public Works Committee: 01/06/25
APPROVALS	Department Head signature approval for procurements under \$15,000. Procurement Officer Approval for ETSB.



THE COUNTY OF DUPAGE
FINANCE - PROCUREMENT
GEESE CONTROL 24-018-FM
BID TABULATION



				Knox Swan and Dog LLC	
NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE
1	Geese Control Services	MO	24	\$ 625.00	\$ 15,000.00
GRAND TOTAL					\$ 15,000.00

NOTES

Bid Opening 1/25/2024 @ 2:30 PM	VC, BR
Invitations Sent	7
Total Vendors Requesting Documents	0
Total Bid Responses	1



The County of DuPage
Finance Department
Procurement Division, Room 3-400
421 North County Farm Road
Wheaton, Illinois 60187

CONTRACT RENEWAL AGREEMENT

This contract, made and entered into by The County of DuPage, 421 North County Farm Road, Wheaton, Illinois, 60187, hereinafter called the "COUNTY" and Knox Swan and Dog LLC located at 25350 W. Scott Road, Barrington, IL 60010 hereinafter called the "CONTRACTOR", witnesseth;

The COUNTY and the CONTRACTOR have previously entered into a Contract, pursuant to Bid #24-018-FM which became effective on 3/1/2024 and which will expire 2/28/2026. The contract is subject to the first and final option to renew for a two (2) year period.

The contract renewal shall be effective on the date of last signature and shall terminate on 2/29/2028.

The parties now agree to renew said agreement, upon the same terms as previously agreed to, as specified in the original contract.

THE COUNTY OF DUPAGE

SIGNATURE

Sara Rogers

PRINTED NAME

Buyer I

PRINTED TITLE

DATE

CONTRACTOR

Signature on File

SIGNATURE

Robert Knox

PRINTED NAME

President

PRINTED TITLE

12/05/2025

DATE

SECTION 8 - BID FORM PRICING

Pricing shall include travel to and from DuPage County site.

NO	ITEM	UOM	QTY	PRICE	EXTENDED PRICE
1	Geese Control Services	MO	24	\$ 625.00	\$ 625.00
GRAND TOTAL					\$ \$15,000.00
GRAND TOTAL (In words) My bid is \$625.00 per month for the 24 month period. Extended service is also \$625.00 per month.					

SECTION 9 - BID FORM SIGNATURE PAGE

The Contractor agrees to provide the service, and/or supplies as described in this solicitation and subject, without limitation, to all specifications, terms, and conditions herein contained. Bidder shall acknowledge receipt of each addendum issued in the space provided on the bid form.

Signature on File

X _____ President
(Signature and Title)

CORPORATE SEAL
(If available)

BID MUST BE SIGNED AND NOTARIZED (WITH SEAL) FOR CONSIDERATION

Subscribed and sworn to before me this _____ day of _____ AD, 20_____

(Notary Public) My Commission Expires: _____

SEAL

**SECTION 10 - MANDATORY FORM
GEESE CONTROL 24-018-FM**

(PLEASE TYPE OR PRINT THE FOLLOWING INFORMATION)

Full Name of Bidder	Knox Swan and Dog LLC		
Main Business Address	25350 W. Scott Road		
City, State, Zip Code	Barrington, IL 60010		
Telephone Number	847-875-3947	Email Address	info@canadiangoosecontrol.com
Bid Contact Person	Robert Knox		

The undersigned certifies that he is:

☒ the Owner/Sole Proprietor ☐ a Member authorized to sign on behalf of the Partnership ☐ an Officer of the Corporation ☐ a Member of the Joint Venture

Herein after called the Bidder and that the members of the Partnership or Officers of the Corporation are as follows:

President

(President or Partner)

(Vice-President or Partner)

(Secretary or Partner)

(Treasurer or Partner)

Further, the undersigned declares that the only person or parties interested in this bid as principals are those named herein; that this bid is made without collusion with any other person, firm or corporation; that he has fully examined the proposed forms of agreement and the contract specifications for the above designated purchase, all of which are on file in the office of the Procurement Officer, DuPage County, 421 North County Farm Road, Wheaton, Illinois 60187, and all other documents referred to or mentioned in the contract documents, specifications and attached exhibits, including

Addenda No. __, ____, ____, and ____ issued thereto.

Further, the undersigned proposes and agrees, if this bid is accepted, to provide all necessary machinery, tools, apparatus, and other means of construction, including transportation services necessary to furnish all the materials and equipment specified or referred to in the contract documents in the manner and time therein prescribed.

Further, the undersigned certifies and warrants that he is duly authorized to execute this certification/affidavit on behalf of the Bidder and in accordance with the Partnership Agreement or by-laws of the Corporation, and the laws of the State of Illinois and that this Certification is binding upon the Bidder and is true and accurate.

Further, the undersigned certifies that the Bidder is not barred from bidding on this contract as a result of a violation of either 720 Illinois Compiled Statutes 5/33 E-3 or 5/33 E-4, bid rigging or bid-rotating, or as a result of a violation of 820 ILCS 130/1 et seq., the Illinois Prevailing Wage Act.

The undersigned certifies that he has examined and carefully prepared this bid and has checked the same in detail before submitting this bid, and that the statements contained herein are true and correct.

If a Corporation, the undersigned, further certifies that the recitals and resolutions attached hereto and made a part hereof were properly adopted by the Board of Directors of the Corporation at a meeting of said Board of Directors duly called and held and have not been repealed nor modified, and that the same remain in full force and effect. (Bidder may be requested to provide a copy of the corporate resolution granting the individual executing the contract documents authority to do so.)

Further, the Bidder certifies that he has provided equipment, supplies, or services comparable to the items specified in this contract to the parties listed in the reference section below and authorizes the County to verify references of business and credit at its option.

Finally, the Bidder, if awarded the contract, agrees to do all other things required by the contract documents, and that he will take in full payment therefore the sums set forth in the bidding schedule (subject to unit quantity adjustments based upon actual usage).

CONTRACT ADMINISTRATION INFORMATION:

CORRESPONDENCE TO CONTRACTOR:		REMIT TO CONTRACTOR:	
NAME	Knox Swan and Dog LLC	NAME	Knox Swan and Dog LLC
CONTACT	Robert Knox	CONTACT	Lisa Knox
ADDRESS	25350 W. Scott Road	ADDRESS	25350 W. Scott Road
CITY ST ZIP	Barrington, IL 60010	CITY ST ZIP	Barrington, IL 60010
TX	847-875-3947	TX	847-875-3947
FX		FX	
EMAIL	info@canadiangoosecontrol.com	EMAIL	info@canadiangoosecontrol.com
COUNTY BILL TO INFORMATION:		COUNTY SHIP TO INFORMATION:	
DuPage County Facilities Management Department 421 North County Farm Road Room 2-700 Wheaton, IL 60187 Email : FMAccountsPayable@dupagecounty.gov		DuPage County Facilities Management Department 421 North County Farm Road Wheaton, IL 60187 TX: (630) 407-4435 EMAIL: nicholas.jensen@dupagecounty.gov	

ALL MATERIALS MUST BE BID AND SHIPPED F.O.B. DESTINATION, DELIVERED AND INSTALLED
(FREIGHT INCLUDED IN PRICE)



DuPage County
Finance Department
Procurement Division
421 North County Farm Road
Room 3-400
Wheaton, Illinois 60187-3978

REQUIRED VENDOR ETHICS DISCLOSURE STATEMENT

Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	24-018-FM
COMPANY NAME:	Knox Swan and Dog LLC
CONTACT PERSON:	Robert Knox
CONTACT EMAIL:	info@canadiangoosecontrol.com

Section II: Procurement Ordinance Requirements

Every contractor, union, or vendor that is seeking or has previously obtained a contract, change orders to one (1) or more contracts, or two (2) or more individual contracts with the County, shall provide to the Procurement Division a written disclosure of all political campaign contributions made by such contractor, union, or vendor to any incumbent County Board member, County Board chairman, or Countywide elected official whose office the contract to be awarded will benefit within the current and previous calendar year. The contractor, union, or vendor shall update such disclosure annually during the term of a multi-year contract and prior to any change order or renewal requiring approval by the county board. For purposes of this disclosure requirement, "contractor or vendor" includes owners, officers, managers, lobbyists, agents, consultants, bond counsel and underwriters counsel, subcontractors, and corporate entities under the control of the contracting person, and political action committees to which the contracting person has made contributions.

Has the Bidder made contributions as described above?

☐ Yes

☒ No

If "Yes", complete the required information in the table below.

RECIPIENT	DONOR	DESCRIPTION (e.g., cash, type of item, in-kind services, etc.)	AMOUNT/VALUE	DATE MADE

All contractors and vendors who have obtained or are seeking contracts with the County shall disclose the names and contact information of their lobbyists, agents and representatives and all individuals who are or will be having contact with county officers or employees in relation to the contractor bid and shall update such disclosure with any changes that may occur.

Has the Bidder had or will the Bidder have contact with lobbyists, agents, representatives or individuals who are or will be having contact with county officers or employees as described above.

- ☐ Yes
- ☒ No

If "Yes", list the name, phone number, and email of lobbyists, agents, representatives, and all individuals who are or will be having contact with county officers or employees in the table below.

NAME	PHONE	EMAIL

Section III: Violations

A contractor or vendor that knowingly violates these disclosure requirements is subject to penalties which may include, but are not limited to, the immediate cancellation of the contract and possible disbarment from future County contracts. Continuing and supplemental disclosure is required. The Bidder agrees to update this disclosure form as follows:

- If information changes, within five (5) days of change, or prior to county action, whichever is sooner;
- 30 days prior to the optional renewal of any contract;
- Annual disclosure for multi-year contracts on the anniversary of said contract
- With any request for change order except those issued by the county for administrative adjustments

The full text of the County's Ethics Ordinance is available at:

[Ethics | DuPage Co. IL](#)

The full text of the County's Procurement Ordinance is available at:

[ARTICLE VI. - PROCUREMENT | Code of Ordinances | DuPage County, IL | Municode Library](#)

Section IV: Certification

By signing below, the Bidder hereby acknowledges that it has received, read, and understands these requirements, and certifies that the information submitted on this form is true and correct to the best of its knowledge.

Printed Name: Robert Knox Signature: Signature on File

Title: President Date: 12/05/2025



Public Works Change Order with Resolution

421 N. COUNTY FARM
ROAD
WHEATON, IL 60187
www.dupagecounty.gov

File #: PW-CO-0001-26

Agenda Date: 1/6/2026

Agenda #: 9.A.

AMENDMENT TO COUNTY CONTRACT 6971-0001 SERV
ISSUED TO AT&T
FOR ANALOG BUSINESS LINES AND ANALOG CIRCUIT LINES
FOR PUBLIC WORKS
(INCREASE ENCUMBRANCE \$15,000)

WHEREAS, County Contract 6971-0001 SERV was approved by the Public Works Committee on March 9, 2024; and

WHEREAS, the Public Works Committee recommends changes as stated in the Change Order Notice to County Contract 6971-0001 SERV, issued to AT&T, for analog business lines and analog circuit lines, for Public Works, to pay current and future outstanding invoices for analog business lines and analog circuit lines and increase the contract by \$15,000 resulting in an amended contract total of \$72,600.

NOW, THEREFORE BE IT RESOLVED, that the County Board adopt the Change Order Notice to County Contract 6971-0001 SERV, issued to AT&T, for analog business lines and analog circuit lines, for Public Works, to pay current and future outstanding invoices for analog business lines and analog circuit lines and increase the contract by \$15,000 resulting in an amended contract total of \$72,600.

Enacted and approved this 13th day of January, 2026 at Wheaton, Illinois.

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____

JEAN KACZMAREK, COUNTY CLERK

PW 116
FI+OB 1113



Request for Change Order

Procurement Services Division

Attach copies of all prior Change Orders

Date: Dec 23, 2025

MinuteTraq (IQM2) ID #:

Purchase Order #: 6971SERV	Original Purchase Order Date: Mar 16, 2024	Change Order #: 8	Department: Public Works
Vendor Name: AT&T	Vendor #: 10008	Dept Contact: Drew Cormican	
Background and/or Reason for Change Order Request:	Increase contract total by \$15,000. Increase line 7 FY26 2000-2555-53250 \$5,000. Increase line 8 FY26 2000-2665-53250 \$10,000.		
IN ACCORDANCE WITH 720 ILCS 5/33E-9			

- ☒ (A) Were not reasonably foreseeable at the time the contract was signed.
☒ (B) The change is germane to the original contract as signed.
☒ (C) Is in the best interest for the County of DuPage and authorized by law.

INCREASE/DECREASE	
A	Starting contract value
B	Net \$ change for previous Change Orders
C	Current contract amount (A + B)
D	Amount of this Change Order <input checked="" type="checkbox"/> Increase <input type="checkbox"/> Decrease
E	New contract amount (C + D)
F	Percent of current contract value this Change Order represents (D / C)
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)

DECISION MEMO NOT REQUIRED

- ☐ Cancel entire order ☐ Close Contract ☐ Contract Extension (29 days) ☐ Consent Only
☐ Change budget code from: to:
☐ Increase/Decrease quantity from: to:
☐ Price shows: should be:
☐ Decrease remaining encumbrance and close contract ☐ Increase encumbrance and close contract ☐ Decrease encumbrance ☐ Increase encumbrance

DECISION MEMO REQUIRED

- ☐ Increase (greater than 29 days) contract expiration from: to:
☒ Increase \geq \$2,500.00, or \geq 10%, of current contract amount ☐ Funding Source
☐ OTHER - explain below:

Prepared By (Initials)	Phone Ext	Date	Recommended for Approval (Initials)	Phone Ext	Date
		12/23/25			12/23/2025
REVIEWED BY (Initials Only)					
Buyer	Date	Procurement Officer	Date		
			12/24/2025		
Chief Financial Officer (Decision Memos Over \$25,000)	Date	Chairman's Office (Decision Memos Over \$25,000)	Date		



Decision Memo

Procurement Services Division

This form is required for all Professional Service Contracts over \$25,000 and as otherwise required by the Procurement Review Checklist.

Date: Dec 23, 2025

MinuteTraq (IQM2) ID #: _____

Department Requisition #: _____

Requesting Department: DuPage County Public Works	Department Contact: Drew Cormican
Contact Email: drew.cormican@dupagecounty.gov	Contact Phone: 630.985.7400
Vendor Name: AT&T	Vendor #: 10008

Action Requested - Identify the action to be taken and the total cost; for instance, approval of new contract, renew contract, increase contract, etc.

Approve contract increase of \$15,000.00 for AT&T Analog and Circuit lines for various DuPage County Public Works Facilities.

Summary Explanation/Background - Provide an executive summary of the action. Explain why it is necessary and what is to be accomplished.

A contract increase totaling \$15,000.00 is necessary to pay current and future outstanding invoices for Analog Business Lines and Analog Circuit Lines for various DuPage County Public Works Facilities. The Public Works Department must support the continued requirement for analog circuits.

Strategic Impact

Customer Service

Select one of the six strategic imperatives in the County's Strategic Plan this action will most impact and provide a brief explanation.

AT&T Analog Business Lines and Analog Circuit Lines support the department of DuPage County Public Works staff and facilities. These lines maintain operations and inform employees in the instance there is an issue at a site across DuPage County.

Source Selection/Vetting Information - Describe method used to select source.

AT&T analog business lines and analog circuit lines were awarded through bid #21-104-IT. This contract follows the state agreement for analog business lines and analog circuit lines.

Recommendations/Alternatives - Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request.

1. Approve contract increase of \$15,000.00 to pay current and future outstanding invoices for AT&T Analog business lines and analog circuit lines.
2. Do not approve contract increase. Not recommended due to the infrastructure of AT&T throughout the County.

Fiscal Impact/Cost Summary - Include projected cost for each fiscal year, approved budget amount and account number, source of funds, and any future funding requirements along with any narrative.

\$10,000.00 will be removed from 2000-2665-53250. \$5,000.00 will be removed from 2000-2555-53250.



Facilities Management Requisition Over \$30K

421 N. COUNTY FARM
ROAD
WHEATON, IL 60187
www.dupagecounty.gov

File #: FM-P-0002-26

Agenda Date: 1/6/2026

Agenda #: 10.A.

AWARDING RESOLUTION
ISSUED TO MIDWEST APPLIED SOLUTIONS, INC.
TO PROVIDE IONIZATION TUBE SUPPLIES FOR THE HVAC CLEAN AIR SYSTEMS,
FOR FACILITIES MANAGEMENT
(CONTRACT TOTAL NOT TO EXCEED \$45,710.00)

WHEREAS, an agreement has been negotiated according to County Board policy; and

WHEREAS, the sole source has been designated and the Public Works Committee recommends County Board approval for the issuance of a contract to Midwest Applied Solutions, Inc., to provide ionization tube supplies for the HVAC clean air systems for Facilities Management, for the period January 14, 2026 through November 30, 2026, for Facilities Management.

NOW, THEREFORE BE IT RESOLVED, that County Contract, covering said, to provide ionization tube supplies for the HVAC clean air for Facilities Management, for the period January 14, 2026 through November 30, 2026, for Facilities Management, be, and it is hereby approved for issuance of a contract by the Procurement Division to, Midwest Applied Solutions, Inc., 30 N. Wolf Road, First Floor, Hillside, IL 60162, for a total contract amount not to exceed \$45,710.00, per 55 ILCS 5/5-1022 "Competitive Bids" (c) not suitable for competitive bids - authorized parts and service provider for this area.

Enacted and approved this 13th day of January, 2026 at Wheaton, Illinois.

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____

JEAN KACZMAREK, COUNTY CLERK



Procurement Review Comprehensive Checklist
Procurement Services Division
This form must accompany all Purchase Order Requisitions

SECTION 1: DESCRIPTION

General Tracking		Contract Terms	
FILE ID#: 26-0067	RFP, BID, QUOTE OR RENEWAL #:	INITIAL TERM WITH RENEWALS:	INITIAL TERM TOTAL COST: \$45,710.00
COMMITTEE: PUBLIC WORKS	TARGET COMMITTEE DATE: 01/06/2025	PROMPT FOR RENEWAL:	CONTRACT TOTAL COST WITH ALL RENEWALS: \$45,710.00
	CURRENT TERM TOTAL COST: \$45,710.00	MAX LENGTH WITH ALL RENEWALS:	CURRENT TERM PERIOD: INITIAL TERM
Vendor Information		Department Information	
VENDOR: Midwest Applied Solutions, Inc.	VENDOR #: 28197	DEPT: Facilities Management	DEPT CONTACT NAME: Mary Ventrella
VENDOR CONTACT: Tim McKay	VENDOR CONTACT PHONE: 708-540-4555	DEPT CONTACT PHONE #: 630-407-5705	DEPT CONTACT EMAIL: mary.ventrella@dupagecounty.gov
VENDOR CONTACT EMAIL: tmckay@midwestapplied.com	VENDOR WEBSITE:	DEPT REQ #:	
Overview			
DESCRIPTION Identify scope of work, item(s) being purchased, total cost and type of procurement (i.e., lowest bid, RFP, renewal, sole source, etc.). Recommendation for the approval of a contract to Midwest Applied Solutions, Inc., to provide ionization tube supplies for the HVAC clean air systems, for Facilities Management, for the period January 14, 2026 through November 30, 2026 for a total contract amount not to exceed \$45,710.00, per 55 ILCS 5/5-1022 "Competitive Bids" (c) not suitable for competitive bids - authorized parts and service provider for this area. Midwest Applied Solutions, Inc. Quote #TM25120309.			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished To improve indoor air quality Bipolar ionization systems were installed in the 505, 503, 501, and 400 buildings air handling units. The Bipolar ionization units help clean the air by reducing air borne contaminants, odors, and viruses. The manufacturer recommends replacing the ionization tubes every two years. Failure to maintain the systems by replacing the tubes will result in reduced indoor air quality.			

SECTION 2: DECISION MEMO REQUIREMENTS

DECISION MEMO NOT REQUIRED	Select an item from the following dropdown menu to identify why a Decision Memo (Section 3) is not required.
SOLE SOURCE PER DUPAGE ORDINANCE, SECTION 2-350 (MUST FILL OUT SECTION 4)	
DECISION MEMO REQUIRED	Select an item from the following dropdown menu to identify why a Decision Memo (Section 3) is required.

SECTION 3: DECISION MEMO

SOURCE SELECTION	Describe method used to select source.
RECOMMENDATION AND TWO ALTERNATIVES	Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request, including status quo, (i.e., take no action).

SECTION 4: SOLE SOURCE MEMO/JUSTIFICATION

JUSTIFICATION	<p>Select an item from the following dropdown menu to justify why this is a sole source procurement.</p> <p>SOLE AUTHORIZED DISTRIBUTOR WHERE THE MANUFACTURER HAS ESTABLISHED TERRITORIES</p>
NECESSITY AND UNIQUE FEATURES	<p>Describe the product or services that are not available from other vendors. Explain necessary and unique features or services. Attach letters from manufacturer, letters from distributor, warranties, licenses, or patents as needed. Be specific.</p> <p>Midwest Applied Solutions, Inc. is the exclusive manufactures rep and distributor of Clean Air Group's AtmosAir Solutions brand of air purification technology in the State of Illinois..</p>
MARKET TESTING	<p>List and describe the last time the market has been tested on the applicability of the sole source. If it has not been tested over the last 12 months, explain why not.</p> <p>Staff contact the manufacture and was referred to Midwest Applied Solutions for pricing.</p>
AVAILABILITY	<p>Describe steps taken to verify that these features are not available elsewhere. Included a detailed list of all products or services by brand/manufacturer examined and include names, phone numbers, and emails of people contacted.</p> <p>The clean air systems were installed as part of the HVAC improvements. Ionization tubes must be replaced every two years. AtmosAir Solutions provides clean indoor air technology for commercial buildings. This is a direct part replacement.</p>

SECTION 5: Purchase Requisition Information

<i>Send Purchase Order To:</i>		<i>Send Invoices To:</i>	
Vendor: Midwest Applied Solutions, Inc.	Vendor#: 28197	Dept: Facilities Management	Division:
Attn: Tim McKay	Email: tmckay@midwestapplied.com	Attn:	Email: FMAccountsPayable@dupagecounty.gov
Address: 30 N Wolf Road, First Floor	City: Hillside	Address: 421 N. County Farm Road	City: Wheaton
State: IL	Zip: 60162	State: IL	Zip: 60187
Phone: 708-540-4555	Fax: 630-540-4556	Phone: 630-407-5700	Fax: 630-407-5701
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Midwest Applied Solutions, Inc.	Vendor#: 28197	Dept: Facilities Management	Division:
Attn:	Email:	Attn: Gavin Carroll	Email: gavin.carroll@dupagecounty.gov
Address: 30 N Wolf Road, First Floor	City: Hillside	Address: 410 N. County Farm Road	City: Wheaton
State: IL	Zip: 60162	State: IL	Zip: 60187
Phone:	Fax:	Phone:	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Jan 14, 2026	Contract End Date (PO25): Nov 30, 2026

Purchase Requisition Line Details											
LN	Qty	UOM	Item Detail (Product #)	Description	FY	Company	AU	Acct Code	Sub-Accts/ Activity Code	Unit Price	Extension
1	1	LO		Maintenance Supplies	FY26	1000	1100	52270		45,710.00	45,710.00
<i>FY is required, ensure the correct FY is selected.</i>										Requisition Total	\$ 45,710.00

Comments	
HEADER COMMENTS	Provide comments for P020 and P025. Provide ionization tubes supplies for the HVAC clean air systems, for Facilities Management.
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO. Send PO to Vendor, Mary Ventrella, Cathie Figlewski, and Clara Gomez.
INTERNAL NOTES	Provide comments for department internal use (not for P020 and P025). Comments will not appear on PO. Public Works Committee: 01/06/26 County Board: 01/13/26 Job #26-01000
APPROVALS	Department Head signature approval for procurements under \$15,000. Procurement Officer Approval for ETSB.



Midwest Applied Solutions, Inc.
30 N Wolf Road
First Floor
Hillside, IL 60162 USA
+17085404555
info@midwestapplied.com

Quote

ADDRESS

DuPage County Illinois
Facilities Management
Attn:
421 N County Farm Road
Wheaton, IL 60187-3978

SHIP TO

Quoted to Gavin Carroll

QUOTE # TM25120309

DATE 12/03/2025

EXPIRATION DATE 01/31/2026

REFERENCE

Atmos Air

FREIGHT TERMS

Prepaid and Add

ACTIVITY	QTY	COST	AMOUNT
Quote Provided to Gavin Carroll.			
TUBE_HTS_F	189	240.00	45,360.00
ATMOS AIR REPLACMENT F TUBES			
Notes	1	0.00	0.00
Order will ship from Atmos Air in 1-2 weeks.			
Please contact me with any questions.			
Tim McKay Midwest Applied Solutions, Inc. Parts and Distribution Team Lead 30 N Wolf Road 1st Floor Hillside, IL 60162 Phone: 708-540-4555 Cell: 708-427-6939			
Sales tax - DuPage County	1	0.00	0.00
no sales tax per exemption E99974551, DuPage County of Wheaton, IL			
Estimated Shipping	1	350.00	350.00
Estimated cost for shipping			

Minimum order \$ 100.00

Restocking fees apply to Merchandise returns. If you would like to
order, please provide,

~ purchase order #

~ Bill to Address

SUBTOTAL

45,710.00

TAX (9.25%)

0.00

TOTAL

\$45,710.00



February 6, 2025

To Whom It May Concern,

Midwest Applied Solutions is the exclusive manufacturers rep and distributor of Clean Air Group's AtmosAir Solutions brand of air purification technology in the State of Illinois.

AtmosAir Solutions (www.atmosair.com) provides clean indoor air technology for commercial buildings, healthcare & assisted living facilities, hospitals, hotels, casinos, airports, cruise lines, educational institutions, sports facilities, and professional sports teams. AtmosAir is a leader in solutions for healthier indoor air.

Respectfully,

Signature on File

Steve Levine
President and CEO
Clean Air Group and AtmosAir Solutions



DuPage County
Finance Department
Procurement Division
421 North County Farm Road
Room 3-400
Wheaton, Illinois 60187-3978

REQUIRED VENDOR ETHICS DISCLOSURE STATEMENT

Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	
COMPANY NAME:	Midwest Applied Solutions
CONTACT PERSON:	Tim McKay
CONTACT EMAIL:	tmckay@midwestapplied.com

Section II: Procurement Ordinance Requirements

Every contractor, union, or vendor that is seeking or has previously obtained a contract, change orders to one (1) or more contracts, or two (2) or more individual contracts with the County, shall provide to the Procurement Division a written disclosure of all political campaign contributions made by such contractor, union, or vendor to any incumbent County Board member, County Board chairman, or Countywide elected official whose office the contract to be awarded will benefit within the current and previous calendar year. The contractor, union, or vendor shall update such disclosure annually during the term of a multi-year contract and prior to any change order or renewal requiring approval by the county board. For purposes of this disclosure requirement, "contractor or vendor" includes owners, officers, managers, lobbyists, agents, consultants, bond counsel and underwriters counsel, subcontractors, and corporate entities under the control of the contracting person, and political action committees to which the contracting person has made contributions.

Has the Bidder made contributions as described above?

☐ Yes

☒ No

If "Yes", complete the required information in the table below.

RECIPIENT	DONOR	DESCRIPTION (e.g., cash, type of item, in-kind services, etc.)	AMOUNT/VALUE	DATE MADE

All contractors and vendors who have obtained or are seeking contracts with the County shall disclose the names and contact information of their lobbyists, agents and representatives and all individuals who are or will be having contact with county officers or employees in relation to the contractor bid and shall update such disclosure with any changes that may occur.

Has the Bidder had or will the Bidder have contact with lobbyists, agents, representatives or individuals who are or will be having contact with county officers or employees as described above.

☐ Yes

☒ No

If "Yes", list the name, phone number, and email of lobbyists, agents, representatives, and all individuals who are or will be having contact with county officers or employees in the table below.

NAME	PHONE	EMAIL

Section III: Violations

A contractor or vendor that knowingly violates these disclosure requirements is subject to penalties which may include, but are not limited to, the immediate cancellation of the contract and possible disbarment from future County contracts. Continuing and supplemental disclosure is required. The Bidder agrees to update this disclosure form as follows:

- If information changes, within five (5) days of change, or prior to county action, whichever is sooner;
- 30 days prior to the optional renewal of any contract;
- Annual disclosure for multi-year contracts on the anniversary of said contract
- With any request for change order except those issued by the county for administrative adjustments

The full text of the County's Ethics Ordinance is available at:

http://www.dupagecounty.gov/government/county_board/ethics_at_the_county/

The full text of the County's Procurement Ordinance is available at:

https://www.dupagecounty.gov/government/departments/finance/procurement/procurement_ordinance_and_guiding_principles.php

Section IV: Certification

By signing below, the Bidder hereby acknowledges that it has received, read, and understands these requirements, and certifies that the information submitted on this form is true and correct to the best of its knowledge.

Printed Name: Tim McKay

Signature: Signature on File

Title: Parts Leader

Date: 12-04-2025



Facilities Management Requisition Over \$30K

421 N. COUNTY FARM
ROAD
WHEATON, IL 60187
www.dupagecounty.gov

File #: FM-P-0001-26

Agenda Date: 1/6/2026

Agenda #: 10.B.

AWARDING RESOLUTION
ISSUED TO SECURMAR, LLC
TO FURNISH, DELIVER, AND INSTALL FOUR (4) REPLACEMENT
SMITHS DETECTION SDX 6040 X-RAY INSPECTION SYSTEM
FOR THE CIRCUIT COURT AT THE JUDICIAL OFFICE FACILITY
(CONTRACT TOTAL AMOUNT: \$150,248.00)

WHEREAS, an agreement has been negotiated according to County Board policy; and

WHEREAS, the Public Works Committee recommends County Board Approval for the issuance of a County Contract to SecurMAR, LLC, to furnish, deliver, and install four (4) replacement Smiths Detection SDX 6040 X-ray Inspection System, for the period January 14, 2026 through January 13, 2027, for the Circuit Court at the Judicial Office Facility, for Facilities Management.

NOW, THEREFORE BE IT RESOLVED, that County Contract, covering said, to furnish, deliver, and install four (4) replacement Smiths Detection SDX 6040 X-ray Inspection System, for the period January 14, 2026 through January 13, 2027, for the Circuit court at the Judicial Office Facility, be, and it is hereby approved for issuance of a contract by the Procurement Division, to SecurMAR, LLC, 6732 W Stonegate Dr., Zionsville, IN 46077, for a contract total amount not to exceed \$150,248, per 55 ILCS 5/5-1022(c) not suitable for competitive bids - Sole Source.

Enacted and approved this 13th of January, 2026 at Wheaton, Illinois.

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____

JEAN KACZMAREK, COUNTY CLERK



Procurement Review Comprehensive Checklist
Procurement Services Division
This form must accompany all Purchase Order Requisitions

SECTION 1: DESCRIPTION

General Tracking		Contract Terms	
FILE ID#: 25-2877	RFP, BID, QUOTE OR RENEWAL #: Sole Source	INITIAL TERM WITH RENEWALS: OTHER	INITIAL TERM TOTAL COST: \$150,248.00
COMMITTEE: PUBLIC WORKS	TARGET COMMITTEE DATE: 01/06/2026	PROMPT FOR RENEWAL:	CONTRACT TOTAL COST WITH ALL RENEWALS: \$150,248.00
	CURRENT TERM TOTAL COST: \$150,248.00	MAX LENGTH WITH ALL RENEWALS: ONE YEAR	CURRENT TERM PERIOD: INITIAL TERM
Vendor Information		Department Information	
VENDOR: SecurMAR, LLC	VENDOR #:	DEPT: Facilities Management	DEPT CONTACT NAME: Mary Ventrella
VENDOR CONTACT: Kristin Harts	VENDOR CONTACT PHONE: 219-661-8964	DEPT CONTACT PHONE #: 630-407-5705	DEPT CONTACT EMAIL: mary.ventrella@dupagecounty.gov
VENDOR CONTACT EMAIL: kharts@securmar.com	VENDOR WEBSITE:	DEPT REQ #:	
Overview			
DESCRIPTION Identify scope of work, item(s) being purchased, total cost and type of procurement (i.e., lowest bid, RFP, renewal, sole source, etc.). Recommendation for the approval of a contract to SecurMAR LLC to furnish, deliver, and install four (4) replacement Smiths Detection SDX 6040 X-ray Inspection System equipment, for the Circuit Court at the Judicial Office Facility, for Facilities Management, for the period January 14, 2026 through January 13, 2027, for a total contract amount not to exceed \$150,248.00, per 55 ILCS 5/5-1022(c) not suitable for competitive bids - Sole Source: end of life replacements.			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished This will replace existing units which are at end of life. Furthermore, this equipment has significant improvements in technology allowing for better and faster weapon identification. This allows for greater security and efficiency to the screening process at 503 and 505 buildings.			

SECTION 2: DECISION MEMO REQUIREMENTS

DECISION MEMO NOT REQUIRED	Select an item from the following dropdown menu to identify why a Decision Memo (Section 3) is not required. SOLE SOURCE PER DUPAGE ORDINANCE, SECTION 2-350 (MUST FILL OUT SECTION 4)
DECISION MEMO REQUIRED	Select an item from the following dropdown menu to identify why a Decision Memo (Section 3) is required.

SECTION 3: DECISION MEMO

SOURCE SELECTION	Describe method used to select source.
RECOMMENDATION AND TWO ALTERNATIVES	Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request, including status quo, (i.e., take no action).

SECTION 4: SOLE SOURCE MEMO/JUSTIFICATION	
JUSTIFICATION	Select an item from the following dropdown menu to justify why this is a sole source procurement. SOLE AUTHORIZED DISTRIBUTOR WHERE THE MANUFACTURER HAS ESTABLISHED TERRITORIES
NECESSITY AND UNIQUE FEATURES	Describe the product or services that are not available from other vendors. Explain necessary and unique features or services. Attach letters from manufacturer, letters from distributor, warranties, licenses, or patents as needed. Be specific. Sole Source This equipment is only authorized to be distributed by the selected vendor.
MARKET TESTING	List and describe the last time the market has been tested on the applicability of the sole source. If it has not been tested over the last 12 months, explain why not. This equipment is used in most airports, government facilities and far outperforms any other equipment.
AVAILABILITY	Describe steps taken to verify that these features are not available elsewhere. Included a detailed list of all products or services by brand/manufacturer examined and include names, phone numbers, and emails of people contacted. The selected vendor is the only authorized vendor serving our region.

SECTION 5: Purchase Requisition Information			
<i>Send Purchase Order To:</i>		<i>Send Invoices To:</i>	
Vendor: SecurMAR, LLC	Vendor#:	Dept: Facilities Management	Division:
Attn: Kristin Harts	Email: kharts@securmar.com	Attn:	Email: FMAccountsPayable@dupagecounty.gov
Address: 6732 W Stonegate Dr.	City: Zionsville	Address: 421 N. County Farm Road	City: Wheaton
State: IN	Zip: 46077	State: IL	Zip: 60187
Phone: 219-661-8964	Fax:	Phone: 630-407-5700	Fax: 630-407-5701
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: SecurMAR, LLC	Vendor#:	Dept: Facilities Management	Division:
Attn:	Email:	Attn: Mark Thomas	Email: mark.thomas@dupagecounty.gov
Address: 6732 W Stonegate Dr.	City: Zionsville	Address: 505 N County Farm Road	City: Wheaton
State: IN	Zip: 46077	State: IL	Zip: 60187
Phone:	Fax:	Phone: 630-816-2979	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Jan 14, 2026	Contract End Date (PO25): Jan 13, 2027

Purchase Requisition Line Details											
LN	Qty	UOM	Item Detail (Product #)	Description	FY	Company	AU	Acct Code	Sub-Accts/ Activity Code	Unit Price	Extension
1	1	LO		BUILDING IMPROVEMENTS	FY26	6000	1220	54010	2504933	150,248.00	150,248.00
<i>FY is required, ensure the correct FY is selected.</i>										Requisition Total	\$ 150,248.00

Comments	
HEADER COMMENTS	Provide comments for P020 and P025. Furnish, deliver, and install four (4) replacement Smiths Detection SDX 6040 X-ray Inspection System equipment, for the Circuit Court at the Judicial Office Facility, for Facilities Management.
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO. Send PO to Vendor, Mary Ventrella, Cathie Figlewski, Mark Thomas, and Clara Gomez.
INTERNAL NOTES	Provide comments for department internal use (not for P020 and P025). Comments will not appear on PO. Public Works Committee: 01/06/26 County Board: 01/13/26 Job #25-04933
APPROVALS	Department Head signature approval for procurements under \$15,000. Procurement Officer Approval for ETSB.



Kristin Harts
Account Executive
SecurMAR, LLC
6732 W Stonegate Dr
Zionsville, IN 46077
Phone: 219-661-8964
Fax: 219-661-8965
Email: kharts@securmar.com

Tax ID#: 04-3733812

SecurMAR, LLC is a WBENC-Certified Women Business Enterprise

Smiths Detection Equipment Proposal

Prepared for	Mark Thomas	Date	November 19, 2025
Company	DuPage County	Quote number	08-25-111SDX
Location	505 N County Farm Rd Wheaton, IL 60187	Delivery Location(s)	Wheaton, IL
Phone	630-407-2321	Delivery Terms	FOB Origin Freight Allowed
Email Address	mark.thomas@dupageco.org	Expected Delivery	24-30 weeks ARO
Payment Terms	Under IL Gov Prompt Payment Act	Validity of Quote	60 days

QTY	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
4	Smiths Detection SDX 6040 X-ray Inspection System Tunnel Dimensions: 24.4"W x 16.5"H, Overall Dims: 68.11"L x 31.37"W x 49.1"H Steel Penetration: 35-37mm, Wire Resolution: 40-41 AWG 22" LCD touchscreen monitor Operator Keyboard Software: HI-SPOT - Automatic Dense Area Detection Super Enhancement Image Storage System Optizoom HI-TRAX Image Enhancement Functions Operator Manual 12-month Standard Warranty 2-hour Operator Orientation by Field Service Technician	\$33,632.00	\$134,528.00
Software			
	Hi-TIP^{Plus} - Threat Image Projection OTS Xtrain - Operator Training X-ACT - highlights suspicious materials such as explosives Advanced Software Package #2 - includes all of the above 3-year subscription for iCMore Weapons Solution - object recognition algorithm for automatic detection of weapons, includes computer and program for X-ray unit	\$2,500.00 \$2,500.00 \$2,500.00 \$5,550.00 \$15,000.00	
Roller Tables			
	1/2-meter Entrance/Exit Roller Table 1-meter Roller Table (entrance/exit) 2-meter Roller Table (entrance/exit)	\$867.00 \$1,244.00 \$2,069.00	
Shipping, Handling & Installation			
4	Shipping (terms detailed above)	\$1,800.00	\$7,200.00
4	Installation Unit installation Radiation Leak Survey 2-hour Operator Orientation	\$2,130.00	\$8,520.00

X-ray Service Agreement Options per X-ray Unit			
	Extended Warranty with Preventative Maintenance On-site service coverage 8:30 am to 5:00 pm, Monday to Friday All labor, travel time and travel expenses All replacement parts required Unlimited access to 24/7 Technical Support Annual PMI and Radiation Leak Survey <i>1- year Onsite Service with PMI</i> <i>2-year Onsite Service with PMI</i> <i>3-year Onsite Service with PMI</i> <i>4-year Onsite Service with PMI</i>	 \$5,550.00 \$11,432.00 \$17,668.00 \$24,277.00	

TOTAL PRICE			\$150,248.00
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<div> <div>Signature on File</div> </div>	
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Regional Sales Manager

Sales Director

2202 Lakeside Blvd.
Edgewood, MD, 21040
410.612.4000
www.smithsdetection.com

Mary Ventrella
DuPage County Facilities Management
421 N County Farm Rd
Wheaton, IL 60187

Thursday, November 20, 2025

Sole Source Confirmation

Smiths Detection, Inc. is the sole authorized manufacturer of the SDX 6040 X-ray inspection system, and all Smiths Detection products, services, and software included with the system. Each is protected and cannot be duplicated for any purpose.

These products, services and software are only available through Smiths Detection and our authorized Illinois distributor, SecurMAR LLC.

If you have any questions or require additional information, please feel free to contact me at Michael.Frunzi@smiths-detection.com or 203-482-9932

Sincerely,

Signature on File

Michael Frunzi, Ph.D.
Director, New Markets and Solution Architecture
Smiths Detection, Inc.



DuPage County
Finance Department
Procurement Division
421 North County Farm Road
Room 3-400
Wheaton, Illinois 60187-3978

REQUIRED VENDOR ETHICS DISCLOSURE STATEMENT

Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	
COMPANY NAME:	SECURMAR, LLC
CONTACT PERSON:	Kristin Harts
CONTACT EMAIL:	kharts@securmar.com

Section II: Procurement Ordinance Requirements

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Has the Bidder made contributions as described above?

☐ Yes

☒ No

If "Yes", complete the required information in the table below.

RECIPIENT	DONOR	DESCRIPTION (e.g., cash, type of item, in-kind services, etc.)	AMOUNT/VALUE	DATE MADE

All contractors and vendors who have obtained or are seeking contracts with the County shall disclose the names and contact information of their lobbyists, agents and representatives and all individuals who are or will be having contact with county officers or employees in relation to the contractor bid and shall update such disclosure with any changes that may occur.

Has the Bidder had or will the Bidder have contact with lobbyists, agents, representatives or individuals who are or will be having contact with county officers or employees as described above.

☐ Yes

☒ No

If "Yes", list the name, phone number, and email of lobbyists, agents, representatives, and all individuals who are or will be having contact with county officers or employees in the table below.

NAME	PHONE	EMAIL

Section III: Violations

A contractor or vendor that knowingly violates these disclosure requirements is subject to penalties which may include, but are not limited to, the immediate cancellation of the contract and possible disbarment from future County contracts. Continuing and supplemental disclosure is required. The Bidder agrees to update this disclosure form as follows:

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- With any request for change order except those issued by the county for administrative adjustments

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The full text of the County's Procurement Ordinance is available at:

https://www.dupagecounty.gov/government/departments/finance/procurement/procurement_ordinance_and_guiding_principles.php

Section IV: Certification

By signing below, the Bidder hereby acknowledges that it has received, read, and understands these requirements, and certifies that the information submitted on this form is true and correct to the best of its knowledge.

Printed Name: Kristin Harts

Signature: 

Signature on File

Title: Vice President

Date: November 19, 2025



Finance Resolution

421 N. COUNTY FARM
ROAD
WHEATON, IL 60187
www.dupagecounty.gov

File #: FI-R-0005-26

Agenda Date: 1/6/2026

Agenda #: 11.A.

ACCEPTANCE OF AN EXTENSION OF TIME FOR THE
ENERGY EFFICIENCY AND CONSERVATION BLOCK GRANT PY24
INTERGOVERNMENTAL AGREEMENT NO. DE-SE0000181
COMPANY 5000 - ACCOUNTING UNIT 2704

(Under the administrative direction
of the Facilities Management Department)

WHEREAS, the County of DuPage heretofore accepted and appropriated the Department of Energy grant the Energy Efficiency and Conservation Block Grant PY24, Inter-Governmental Agreement No. DE-SE0000181, Company 5000 - Accounting Unit 2704, pursuant to Resolution FI-R-0024-24 for the period December 1, 2023 through November 30, 2025; and

WHEREAS, the County of DuPage has been notified by Department of Energy that the grant may be extended to November 30, 2026.

NOW, THEREFORE, BE IT RESOLVED by the DuPage County Board that expiration date of the Energy Efficiency and Conservation Block Grant PY24, Inter-Governmental Agreement No. DE-SE0000181, Company 5000 - Accounting Unit 2704, be extended until November 30, 2026.

Enacted and approved this 13th day of January, 2026 at Wheaton, Illinois.

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____

JEAN KACZMAREK, COUNTY CLERK