



# DU PAGE COUNTY

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

## Human Services

### Final Summary

**Tuesday, February 17, 2026**

**9:30 AM**

**Room 3500A**

**1. CALL TO ORDER**

9:30 AM meeting was called to order by Chair Greg Schwarze at 9:30 AM.

**2. ROLL CALL**

Other Board members present: Member Yeena Yoo

Staff in attendance: Nick Kottmeyer (Chief Administrative Officer), Joan Olson (Chief Communications Officer), Renee Zerante (State's Attorney Office), Keith Jorstad (Finance), Henry Kocker (Procurement), Joan Fox, Julie Hamlin, Gina Strafford-Ahmed (Community Services), and Janelle Chadwick (DuPage Care Center).

<b>PRESENT</b>	Cronin Cahill, Garcia, LaPlante, and Schwarze
<b>ABSENT</b>	DeSart, and Galassi

**3. PUBLIC COMMENT**

No public comments were offered.

**4. CHAIR REMARKS - CHAIR SCHWARZE**

Greg Schwarz, Chair of the Human Services Committee, thanked the committee members for their feedback regarding the efforts to respond to food insecurity in DuPage County. Staff and I have been listening to County Board Chair Conroy, public comments, and various stakeholders around the county. and taking notes. Our number one goal is to provide for pantries that support our residents in need, and to transform the food system infrastructure so DuPage pantries receive fresh healthy food in a timely manner, allowing them to distribute products as soon as possible to fulfill the long-term sustainability. At our next Human Services Committee meeting on March 3, we expect to have some proposed initiatives for this committee to consider as we work together to accomplish these goals. Mary Keating will be here and we can have a robust discussion.

**5. APPROVAL OF MINUTES**

5.A. [26-0723](#)

Human Services Committee - Regular Meeting - Tuesday, February 3, 2026

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Cynthia Cronin Cahill
<b>SECONDER:</b>	Paula Garcia

**6. COMMUNITY SERVICES - MARY KEATING**

6.A. [HS-CO-0004-26](#)

Amendment to County Contract 7854-0001 SERV issued to Healthy Air Heating & Air, Inc. for the Low Income Home Energy Assistance Program (LIHEAP) Program for Community Services, to increase the contract by \$150,000. (Community Services)

**RESULT:** APPROVED AND SENT TO FINANCE  
**MOVER:** Paula Garcia  
**SECONDER:** Cynthia Cronin Cahill

**7. COMMUNITY DEVELOPMENT - MARY KEATING**

7.A. [HS-R-0005-26](#)

Recommendation for approval of a 1st Modification to a HOME Investment Partnerships (HOME) Program Agreement with Taft and Exmoor LP, Project Numbers HM21-05/HM22-02/HM23-02, incorporating newly effective requirements under the Illinois Prevailing Wage Act, and incorporating language regarding immigration restrictions, requirements, eligibility, and verification, as applicable, due to a recent federal register notice issued by HUD.

Member Garcia asked for clarity on what HUD’S new restrictions are on immigration restrictions. Julie Hamlin, Administrator of Community Development, replied that the addition of ‘as applicable’ covers new requirements by HUD, this information confirmed by Assistant State’s Attorney, Renee Zerante.

**RESULT:** APPROVED AND SENT TO FINANCE  
**MOVER:** Paula Garcia  
**SECONDER:** Cynthia Cronin Cahill

7.B. [HS-R-0006-26](#)

Recommendation for Approval of the Transfer of Ownership and Assumption of all associated HOME Investment Partnerships (HOME) Program Requirements from Illinois Independent Living Center, an Illinois not-for-profit corporation to Little Friends, Inc., an Illinois not-for-profit corporation for Project Number HM16-01 Katharine Manor Apartments.

<b>RESULT:</b>	APPROVED AND SENT TO FINANCE
<b>MOVER:</b>	Paula Garcia
<b>SECONDER:</b>	Cynthia Cronin Cahill

7.C. [HS-R-0007-26](#)

Recommendation for approval of a 1st Modification to a HOME Investment Partnerships (HOME) Program Agreement with Addison Horizon Limited Partnership, Project Numbers HM22-01/HM23-01 – Addison Horizon Senior Living Community – removing reference to one on-site manager’s unit and to ensure ongoing compliance with HOME property standard and inspection requirements.

<b>RESULT:</b>	APPROVED AND SENT TO FINANCE
<b>MOVER:</b>	Cynthia Cronin Cahill
<b>SECONDER:</b>	Paula Garcia

7.D. [HS-R-0008-26](#)

Recommendation for approval of a 1st Modification to a Community Development Block Grant (CDBG) Program Agreement with the Village of Addison, Project Number CD25-02, incorporating newly effective requirements under the Illinois Prevailing Wage Act.

<b>RESULT:</b>	APPROVED AND SENT TO FINANCE
<b>MOVER:</b>	Cynthia Cronin Cahill
<b>SECONDER:</b>	Paula Garcia

7.E. [26-0724](#)

Recommendation for approval of a 2nd Modification - 2nd Time Extension - to a Community Development Block Grant (CDBG) Program Agreement with the City of West Chicago, Project Number CD24-04, extending the agreement time period to April 30, 2026.

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Paula Garcia
<b>SECONDER:</b>	Cynthia Cronin Cahill
<b>AYES:</b>	Cronin Cahill, Garcia, LaPlante, and Schwarze
<b>ABSENT:</b>	DeSart, and Galassi

8. **DUPAGE CARE CENTER - JANELLE CHADWICK**

8.A. [HS-P-0015-26](#)

Recommendation for the approval of a contract purchase order to Kronos, Inc., for time clocks for the DuPage Care Center, for the period February 25, 2026 through February 24, 2027, for a contract total amount not to exceed \$52,624. Per 55 ILCS 5/5-1022(c) not suitable for competitive bids. (Sole Source - sole maintenance/upgrade provider.) (DuPage Care Center)

<b>RESULT:</b>	APPROVED AND SENT TO FINANCE
<b>MOVER:</b>	Cynthia Cronin Cahill
<b>SECONDER:</b>	Paula Garcia

8.B. [HS-P-0016-26](#)

Recommendation for the approval of a contract purchase order to Advacare Systems, for rental of medical equipment (beds and mattresses), for the DuPage Care Center, for the period of March 1, 2026 through February 28, 2027, for a contract total amount not to exceed \$67,000; under bid renewal #25-002-DCC, first of three one-year optional renewals.

<b>RESULT:</b>	APPROVED AND SENT TO FINANCE
<b>MOVER:</b>	Paula Garcia
<b>SECONDER:</b>	Cynthia Cronin Cahill

**9. BUDGET TRANSFERS**

9.A. [26-0725](#)

Transfer of funds from account no. 1200-2040-52000 furniture/machinery/equipment small value) to account no. 1200-2040-54110 (equipment and machinery) in the amount of \$4,500 for FY26 to cover the three security duress buttons for the Administration hallway in the DuPage Care Center.

**RESULT:** APPROVED  
**MOVER:** Cynthia Cronin Cahill  
**SECONDER:** Paula Garcia

9.B. [26-0726](#)

Transfer of funds from account no. 1400-5920-50010 (overtime) to account no. 1400-5920-50040 (part-time help) in the amount of \$112 for PY25 to cover the remaining account balance for part-time help. (Community Services Family Center Neutral Site Custody Exchange)

**RESULT:** APPROVED  
**MOVER:** Paula Garcia  
**SECONDER:** Cynthia Cronin Cahill

**10. CONSENT ITEMS**

Motion to Combine Items

Member Garcia moved and Member Cahill seconded a motion to combine items 10.A. through 10.J. The motion was approved on voice vote, all "ayes".

10.A. [26-0727](#)

Professional Medical & Supply, Contract 7352-0001 SERV - This Purchase Order is decreasing in the amount of \$47,763.15 and closing due to Purchase Order has expired.

10.B. [26-0728](#)

Arcos Environmental Services, Contract 6788-0001-SERV - This Purchase Order is decreasing in the amount of \$181,946.27 and closing due to Purchase Order has expired. (Community Services)

10.C. [26-0729](#)

Chicago United Industries, Ltd, Contract 6687-0001-SERV - This Purchase Order is decreasing in the amount of \$65,786 and closing due to Purchase Order has expired. (Community Services)

- 10.D. [26-0730](#)  
Chicago United Industries, Ltd, Contract 7346-0001-SERV - This Purchase Order is decreasing in the amount of \$64,488 and closing due to Purchase Order has expired. (Community Services)
- 10.E. [26-0731](#)  
Comfort 1st Insulation & Energy Solutions, Inc. Contract 6789-0001-SERV - This Purchase Order is decreasing in the amount of \$208,104.10 and closing due to Purchase Order has expired. (Community Services)
- 10.F. [26-0732](#)  
Comfort 1st Insulation & Energy Solutions, Inc. Contract 7471-0001-SERV - This Purchase Order is decreasing in the amount of \$50,000 and closing due to Purchase Order has expired. (Community Services)
- 10.G. [26-0733](#)  
Healthy Air Heating & Air, Inc. Contract 6791-0001-SERV - This Purchase Order is decreasing in the amount of \$38,150.39 and closing due to Purchase Order has expired. (Community Services)
- 10.H. [26-0734](#)  
Healthy Air Heating & Air Inc. Contract 6792-0001-SERV - This Purchase Order is decreasing in the amount of \$24,037.59 and closing due to Purchase Order has expired. (Community Services)
- 10.I. [26-0735](#)  
Nortek Environmental, Inc. Contract 6790-0001-SERV - This Purchase Order is decreasing in the amount of \$498,658.40 and closing due to Purchase Order has expired. (Community Services)
- 10.J. [26-0736](#)  
Benevate, Inc. Contract 7143-0001-SERV - This Purchase Order is decreasing in the amount of \$30,600 and closing due to Purchase Order has expired. (Community Services)

<b>RESULT:</b>	APPROVED THE CONSENT AGENDA
<b>MOVER:</b>	Paula Garcia
<b>SECONDER:</b>	Cynthia Cronin Cahill
<b>AYES:</b>	Cronin Cahill, Garcia, LaPlante, and Schwarze
<b>ABSENT:</b>	DeSart, and Galassi

**11. INFORMATIONAL**

11.A. [26-0737](#)

GPN 008-26 PY26 Homeless System Capacity Expansion Pilot, Illinois Department of Human Services, \$90,920. (Community Services)

<b>RESULT:</b>	APPROVED AND SENT TO FINANCE
<b>MOVER:</b>	Paula Garcia
<b>SECONDER:</b>	Cynthia Cronin Cahill

**12. RESIDENCY WAIVERS - JANELLE CHADWICK**

No residency waivers were offered.

**13. DUPAGE CARE CENTER UPDATE - JANELLE CHADWICK**

Janelle Chadwick, Administrator of the DuPage Care Center, stated there are no isolation issues from communicable disease at this time.

The Care Center had the architect surveyor from the State come for 2 North, 2 Center, and 2 South for their inspection. They had a very short timeline to submit changes based on his findings. There were some things the Care Center disagreed with but in the consideration of time, they did implement the changes, not only in the current job, but all previous renovations, such as adding two inches to the top of every cabinet in all the residents' rooms. The Care Center did not want to risk the work not being completed and then have to wait 60 days for the inspectors to come back. Eventually it was determined the surveyor was referencing stiffer requirements (critical care?) and the changes were not necessary. Ms. Chadwick looks forward to seeing what the letter says directing them to the clinical inspection.

The DuPage Care Center Legacy Gala sold 140 tickets for the event on February 21, 2026, to be held at the Bloomingdale Golf Club from 5:00 p.m. to 10:00 p.m. Ms. Chadwick did not have a firm commitment from staff to the revenue generated, but said they are on par with matching or exceeding the fall festival events.

1000 balloons were distributed via financial donations to the residents at the Care Center on February 13 in honor of Valentine's Day.

**14. COMMUNITY SERVICES UPDATE - MARY KEATING**

No remarks were offered.

**15. OLD BUSINESS**

No old business was discussed.

**16. NEW BUSINESS**

No new business was discussed.

**17. ADJOURNMENT**

With no further business, the meeting was adjourned at 9:43 AM.



# Minutes

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**File #:** 26-0723

**Agenda Date:** 2/17/2026

**Agenda #:** 5.A.

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## Human Services

### Final Summary

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**Tuesday, February 3, 2026**

**9:30 AM**

**Room 3500A**

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**1. CALL TO ORDER**

9:30 AM meeting was called to order by Chair Greg Schwarze at 9:30 AM.

**2. ROLL CALL**

Other Board members present: Member Saba Haider

Staff in attendance: Nick Kottmeyer (Chief Administrative Officer), Joan Olson (Chief Communications Officer), Paul Bruckner, Lisa Smith, and Renee Zerante (State's Attorney Office), Mark Thomas, Rob Quigley, and Catherine Figlewski through 9:45 AM (Facilities Management), Steve Travia through 9:45 AM (Transportation), Keith Jorstad (Finance), Valerie Calvente (Procurement), Natasha Belli, Julie Hamlin, and Gina Strafford-Ahmed (Community Services), Mary Keating (Director of Community Services), and Janelle Chadwick (Administrator of the DuPage Care Center), remote.

<b>PRESENT</b> Cronin Cahill, DeSart, Galassi, Garcia, LaPlante, and Schwarze
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**3. PUBLIC COMMENT**

Jeni Fabian, the Chief Executive Officer at the People's Resource Center (PRC), spoke regarding the County's plans to address food insecurity and how the food pantries may be involved.

**4. CHAIR REMARKS - CHAIR SCHWARZE**

The DuPage Care Center Valentine Balloon fundraiser to benefit Care Center residents is happening now and ongoing. Balloon donations will be accepted until February 11 by going online at the Care Center Foundation's website to donate. Balloon delivery will be on February 13. Everyone is welcome to attend and hand out balloons.

Member Galassi commented on Jeni Fabian's comments, noting she has relayed all phone conversations with Jeni to Chair Schwarze and hopes Jeni is confident that she is advocating for the PRC. She added conversations with other pantries in District 3 echo Jeni's message. Member LaPlante stated she met with PRC and listened to their concerns and feels the message needs to be addressed. The County needs to move in a spirit of full transparency when making budget decisions and decisions are voted on by the County Board before announcements are made. She would like to see more open communication and a more formalized process that people can go through in terms of securing funding to address food insecurity.

5. APPROVAL OF MINUTES

5.A. [26-0550](#)

Human Services Committee - Regular Meeting - Tuesday, January 20, 2026

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Paula Garcia
<b>SECONDER:</b>	Kari Galassi

6. COMMUNITY SERVICES - MARY KEATING

6.A. [HS-P-0005-26](#)

Recommendation for the approval of a contract purchase order to enter into a sub-grantee agreement with Catholic Charities, to provide shelter, case management, and financial assistance to situationally homeless residents and at-risk of homelessness residents of DuPage County, for the period of January 1, 2026 through March 31, 2027, in the amount of \$58,000; under the Community Services Block Grant. Grant funded. (Community Services)

<b>RESULT:</b>	APPROVED AND SENT TO FINANCE
<b>MOVER:</b>	Lynn LaPlante
<b>SECONDER:</b>	Cynthia Cronin Cahill

6.B. [HS-P-0006-26](#)

Recommendation for the approval of a contract purchase order to enter into a sub-grantee agreement with The GardenWorks Project, to plan, build, promote, and sustain community gardens in DuPage County, for Community Services, for the period of January 1, 2026 through December 31, 2026, in the amount of \$55,000; under the Community Services Block Grant. Grant funded. (Community Services)

<b>RESULT:</b>	APPROVED AND SENT TO FINANCE
<b>MOVER:</b>	Paula Garcia
<b>SECONDER:</b>	Dawn DeSart

6.C. [HS-P-0007-26](#)

Recommendation for the approval of a contract purchase order to enter into a sub-grantee agreement with H.O.M.E. DuPage, Inc., to provide financial literacy counseling, budget and credit counseling, credit repair and financial literacy workshops to low income residents in DuPage County, for Community Services, for the period of January 1, 2026 through March 31, 2027, for a contract total not to exceed \$84,728; under the Community Services Block Grant. Grant funded. (Community Services)

<b>RESULT:</b>	APPROVED AND SENT TO FINANCE
<b>MOVER:</b>	Cynthia Cronin Cahill
<b>SECONDER:</b>	Lynn LaPlante

6.D. [HS-P-0008-26](#)

Recommendation for the approval of a contract purchase order to enter into a sub-grantee agreement with Outreach Community Services, Inc., to provide case management, counseling, job training/readiness, work experience, transportation, and GED assistance to low income youth residing in DuPage County, for Community Services, for the period of January 1, 2026 through March 31, 2027, for a contract total not to exceed \$115,000, under the Community Services Block Grant. Grant funded. (Community Services)

<b>RESULT:</b>	APPROVED AND SENT TO FINANCE
<b>MOVER:</b>	Cynthia Cronin Cahill
<b>SECONDER:</b>	Dawn DeSart

6.E. [HS-P-0009-26](#)

Recommendation for the approval of a contract purchase order to enter into a sub-grantee agreement with Teen Parent Connection, to provide car seats, booster seats, diapers, formula, wipes, and car seat safety training to low income residents of DuPage County, for Community Services, for the period of January 1, 2026 through March 31, 2027, for a contract total not to exceed \$40,000; under the Community Services Block Grant. Grant funded. (Community Services)

<b>RESULT:</b>	APPROVED AND SENT TO FINANCE
<b>MOVER:</b>	Lynn LaPlante
<b>SECONDER:</b>	Cynthia Cronin Cahill

6.F. [HS-P-0010-26](#)

Recommendation for the approval of a contract purchase order to enter into a sub-grantee agreement with 360 Youth Services, to provide case management, housing, job coaching/preparedness, transportation, educational services, and GED coaching to homeless youth and young adults in DuPage County, for Community Services, for the period of January 1, 2026 through March 31, 2027, for a contract total not to exceed \$55,242; under the Community Services Block Grant. Grant funded.(Community Services)

<b>RESULT:</b>	APPROVED AND SENT TO FINANCE
<b>MOVER:</b>	Cynthia Cronin Cahill
<b>SECONDER:</b>	Kari Galassi

6.G. [HS-P-0011-26](#)

Recommendation for a the approval of a contract purchase order issued to C4 Innovations, LLC, to provide Continuum of Care Coordinate Entry System Evaluation, for Community Services, for the period of March 1, 2026 through March 1, 2027, in the amount of \$53,800; per RFP #25-112-CS. (Community Services)

<b>RESULT:</b>	APPROVED AND SENT TO FINANCE
<b>MOVER:</b>	Paula Garcia
<b>SECONDER:</b>	Cynthia Cronin Cahill

6.H. [26-0551](#)

Recommendation for the approval of a contract purchase order to enter into an agreement with Environmental Consulting Group, Inc., to provide asbestos testing for single family homes for the Weatherization Program and Single Family Rehab grants in DuPage County, for Community Services, for the period of March 11, 2026 through March 10, 2027, for a contract total not to exceed \$22,925; per bid 25-021-WEX, first of three optional renewals. Grant funded. (Community Services)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Paula Garcia
<b>SECONDER:</b>	Dawn DeSart
<b>AYES:</b>	Cronin Cahill, DeSart, Galassi, Garcia, LaPlante, and Schwarze

6.I. [FI-R-0033-26](#)

Additional appropriation for the Illinois Home Weatherization Assistance Program, Department of Energy (DOE) Grant PY26, Inter-Governmental Agreement No. 25-401028, Company 5000 - Accounting Unit 1400, from \$638,116 to \$900,819 (an increase of \$262,703). (Community Services)

<b>RESULT:</b>	APPROVED AND SENT TO FINANCE
<b>MOVER:</b>	Paula Garcia
<b>SECONDER:</b>	Dawn DeSart

6.J. [FI-R-0034-26](#)

Additional appropriation for the Illinois Home Weatherization Assistance Program HHS Grant PY26, Inter-Governmental Agreement No. 25-221028, Company 5000 - Accounting Unit 1430, from \$974,465 to \$1,232,976 (an increase of \$258,511). (Community Services)

<b>RESULT:</b>	APPROVED AND SENT TO FINANCE
<b>MOVER:</b>	Paula Garcia
<b>SECONDER:</b>	Lynn LaPlante

7. **DUPAGE CARE CENTER - JANELLE CHADWICK**

7.A. [HS-P-0012-26](#)

Recommendation for the approval of a contract purchase order to Excel Electric, for upgrades to the North generator at the DuPage Care Center, for the period of February 11, 2026 through June 30, 2027, for a contract total not to exceed \$681,835; per bid #26-001-DCC.

<b>RESULT:</b>	APPROVED AND SENT TO FINANCE
<b>MOVER:</b>	Dawn DeSart
<b>SECONDER:</b>	Cynthia Cronin Cahill

7.B. [HS-P-0013-26](#)

Recommendation for the approval of a contract purchase order to Performance Foodservice Chicago, for secondary food and supplies, for the DuPage Care Center and cafes on County Campus, for the period of March 1, 2026 through February 28, 2027, for a contract total not to exceed \$59,000; under bid renewal #23-020-DCC, third and final optional renewal.

<b>RESULT:</b>	APPROVED AND SENT TO FINANCE
<b>MOVER:</b>	Cynthia Cronin Cahill
<b>SECONDER:</b>	Paula Garcia

7.C. [HS-P-0014-26](#)

Recommendation for the approval of a contract purchase order to Shift4 Payments, LLC, for Point of Sale System subscription and fees for credit card payments for DuPage Care Center and cafes on County Campus cafe sales, for the period March 1, 2026 through February 28, 2027, for a total contract not to exceed \$42,890.50, under renewal of RFP #23-002-DCC, final option to renew.

<b>RESULT:</b>	APPROVED AND SENT TO FINANCE
<b>MOVER:</b>	Paula Garcia
<b>SECONDER:</b>	Kari Galassi

7.D. [26-0552](#)

Recommendation for the approval of a contract purchase order to Equipment International, Ltd., for laundry equipment repair services and parts, as needed, for the DuPage Care Center, for the period of March 1, 2026 through February 28, 2027, for a contract total amount not to exceed \$23,750; per renewal of bid #24-014-DCC, second of three one-year optional renewals.

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Paula Garcia
<b>SECONDER:</b>	Kari Galassi
<b>AYES:</b>	Cronin Cahill, DeSart, Galassi, Garcia, LaPlante, and Schwarze

**8. BUDGET TRANSFERS**

Motion to Combine Items

Member Cahill moved and Member Galassi seconded the motion to combine items 8.A. through 8.C and then items 8.D. through 8.N. for two separate votes. The motions were approved on voice votes, all "ayes".

8.A. [26-0553](#)

Transfer of funds from account no. 5000-1650-50000 (regular salaries) to account no. 5000-1650-50010 (overtime) in the amount of \$994 to cover the shortage in the overtime budget with the Community Services Block Grant (CSBG) budget for FY25. (Community Services)

8.B. [26-0554](#)

Transfer of funds from account no. 5000-1480-50000 (regular salaries) to account no. 5000-1480-51000 (benefit payments) in the amount of \$3,500 for the Homeless Management Information System Grant (HMIS), to account for compensated absences recorded in FY25, unforeseen at the time of the original budget. (Community Services)

8.C. [26-0555](#)

Transfer of funds from account no. 5000-1760-50000 (regular salaries) to account no. 5000-1760-51000 (benefit payments) in the amount of \$1,331 for the Illinois Department of Human Services (IDHS) Supportive Housing Grant, to cover the shortage for benefit payments for FY25, not originally set up in the original grant budget. (Community Services)

<b>RESULT:</b>	APPROVED THE CONSENT AGENDA
<b>MOVER:</b>	Dawn DeSart
<b>SECONDER:</b>	Kari Galassi
<b>AYES:</b>	Cronin Cahill, DeSart, Galassi, Garcia, LaPlante, and Schwarze

8.D. [26-0556](#)

Transfer of funds from account nos. 1200-2000-50080 (salary and wage adjustments) and 1200-2000-53828 (contingencies) to account nos. 1200-2000-50000 (regular salaries), 1200-2000-50040 (part-time help), 1200-2000-51000 (benefit payments), 1200-2000-51040 (employee medical and hospital insurance), 1200-2000-50010 (overtime), and 1200-2000-51030 (employer share social security) in the amount of \$89,700 to balance the Administration Payroll in FY25. (DuPage Care Center)

- 8.E. [26-0557](#)  
Transfer of funds from account nos. 1200-2100-50080 (salary and wage adjustments), 1200-2100-50000 (regular salaries), and 1200-2100-50040 (part-time help) to account nos., 1200-2100-51000 (benefit payments), 1200-2100-51040 (employee medical and hospital insurance), and 1200-2100-51070 (tuition reimbursement) in the amount of \$34,500 to balance the payroll budgets for the 421 building cafeteria in FY25. (DuPage Care Center)
- 8.F. [26-0558](#)  
Transfer of funds from account nos. 1200-2025-50040 (part-time help), 1200-2025-50080 (salary and wage adjustments), and 1200-2000-53828 (contingencies) to account nos. 1200-2025-50000 (regular salaries), 1200-2025-50010 (overtime), 1200-2025-51000 (benefit payments), and 1200-2025-51040 (employee medical and hospital insurance), in the amount of \$206,500 to balance the budget lines in Dining Services in FY25. (DuPage Care Center)
- 8.G. [26-0559](#)  
Transfer of funds from account nos. 1200-2010-50080 (salary and wage adjustments) and 1200-2010-53818 (refunds and forfeitures) to account nos. 1200-2010-50000 (regular salaries), 1200-2010-51000 (benefit payments), 1200-2010-51010 (employer share I.M.R.F.), and 1200-2010-51030 (employer share social security) in the amount of \$52,100 to balance the budget lines in Financial Services in FY25. (DuPage Care Center)
- 8.H. [26-0560](#)  
Transfer of funds from account no. 1200-2085-50080 (salary and wage adjustments) to account nos. 1200-2085-50010 (overtime), 1200-2085-50040 (part-time help), and 1200-2085-51040 (employee medical and hospital insurance), in the amount of \$7,500 to balance the budget lines in the Inpatient Pharmacy in FY25. (DuPage Care Center)
- 8.I. [26-0561](#)  
Transfer of funds from account nos. 1200-2030-50080 (salary and wage adjustments), 1200-2030-50010 (overtime), and 1200-2000-53818 (contingencies) to account nos. 1200-2030-50000 (regular salaries), and 1200-2030-51040 (employee medical and hospital insurance) in the amount of \$61,500 to balance the budget lines in Laundry Services in FY25. (DuPage Care Center)
- 8.J. [26-0562](#)  
Transfer of funds from account nos. 1200-2050-50080 (salary and wage adjustments), 1200-2050-50000 (regular salaries), 1200-2050-50040 (part-time help), and 1200-2050-50050 (temporary salaries) to account nos. 1200-2050-50010 (overtime), 1200-2050-50020 (holiday pay), 1200-2050-51000 (benefit payments), 1200-2050-51040 (employee medical and hospital insurance), and 1200-2050-51070 (tuition reimbursement) in the amount of \$939,500 to balance the budget lines in Nursing Services in FY25. (DuPage Care Center)

8.K. [26-0563](#)

Transfer of funds from account no. 1200-2065-50000 (regular salaries) to account nos. 1200-2065-50010 (overtime) and 1200-2065-51040 (employee medical and hospital insurance), in the amount of \$40,400 to balance the budget lines in Recreation Activities in FY25. (DuPage Care Center)

8.L. [26-0564](#)

Transfer of funds from account nos. 1200-2060-50080 (salary and wage adjustments) and 1200-2060-50000 (regular salaries) to account nos. 1200-2060-51000 (benefit payments), 1200-2060-51040 (employee medical and hospital insurance) and 1200-2060-50010 (overtime) in the amount of \$43,000 to balance the budget lines in Rehabilitation and Therapy Services in FY25. (DuPage Care Center)

8.M. [26-0565](#)

Transfer of funds from account no. 1200-2070-50080 (salary and wage adjustments) to account nos. 1200-2070-50000 (regular salaries), 1200-2070-51000 (benefit payments), and 1200-2070-51010 (employer share I.M.R.F.), in the amount of \$15,400 to balance the budget lines in Social Services in FY25. (DuPage Care Center)

8.N. [26-0566](#)

Transfer of funds from account nos. 1200-2080-50080 (salary and wage adjustments), 1200-2080-50010 (overtime), and 1200-2000-53828 (contingencies) to account nos. 1200-2080-50000 (regular salaries), 1200-2080-51000 (benefit payments), and 1200-2080-51040 (employee medical and hospital insurance), in the amount of \$25,500 to balance the budget lines in Volunteer Services in FY25. (DuPage Care Center)

Janelle Chadwick, Administrator of the DuPage Care Center, explained that the volume of budget transfers for the Care Center is the result of the Care Center budgeting their Cost of Living Adjustment (COLA) on a separate line item. They have 13 departments that have labor, requiring that the COLA budget line needs to be moved to all the different categories at the end of the year. Also attributing more of a shift of funds is that they allocated 2% to the COLA line and had to adjust to the COLA being at 3%.

<b>RESULT:</b>	APPROVED THE CONSENT AGENDA
<b>MOVER:</b>	Paula Garcia
<b>SECONDER:</b>	Lynn LaPlante
<b>AYES:</b>	Cronin Cahill, DeSart, Galassi, Garcia, LaPlante, and Schwarze

9. TRAVEL

9.A. [26-0567](#)

Community Services Manager to attend the National Human Services Data Consortium in Albuquerque, New Mexico, from April 12, 2026 through April 16, 2026. Expenses to include registration, lodging, transportation, and per diems for approximate cost of \$2,893. Grant funded. (Community Services)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Dawn DeSart
<b>SECONDER:</b>	Paula Garcia
<b>AYES:</b>	Cronin Cahill, DeSart, Galassi, Garcia, LaPlante, and Schwarze

10. CONSENT ITEMS

Motion to Combine Items

Member Garcia moved and Member Galassi seconded a motion to combine items 10. A. through 10.D. The motion was approved on voice vote, all "ayes".

10.A. [26-0568](#)

Benevate Inc. DBA Neighborly Software, Contract 6495-0001-SERV - This Purchase Order is decreasing in the amount of \$33,000 and closing due to Purchase Order has expired. (Community Services)

10.B. [26-0569](#)

Healthy Air Heating and Air, Inc., Contract 6727-0001-SERV - This Purchase Order is decreasing in the amount of \$123,359.11 and closing due to Purchase Order has expired. (Community Services)

10.C. [26-0570](#)

Healthy Air Heating and Air, Inc., Contract 6791-0001-SERV - This Purchase Order is decreasing in the amount of \$38,150.39 and closing due to Purchase Order has expired. (Community Services)

10.D. [26-0571](#)

Healthy Air Heating and Air, Inc., Contract 6792-0001-SERV - This Purchase Order is decreasing in the amount of \$24,037.59 and closing due to Purchase Order has expired. (Community Services)

<b>RESULT:</b>	APPROVED THE CONSENT AGENDA
<b>MOVER:</b>	Dawn DeSart
<b>SECONDER:</b>	Kari Galassi
<b>AYES:</b>	Cronin Cahill, DeSart, Galassi, Garcia, LaPlante, and Schwarze

**11. INFORMATIONAL**

Motion to Combine Items

Member Galassi moved and Member Garcia seconded a motion to combine items 11.A. through 11.C. The motion was approved on voice vote, all "ayes".

11.A. [26-0572](#)

GPN 004-26 Community Development Block Grant (CDBG) PY26, United States Department of Housing and Urban Development (HUD), Community Development, in the amount of \$3,703,858. (Community Services)

11.B. [26-0573](#)

GPN 005-26 HOME Investment Partnerships Program PY26, United States Department of Housing and Urban Development (HUD), Community Development, in the amount of \$1,570,831. (Community Services)

11.C. [26-0574](#)

GPN 006-26 Emergency Solutions Grant (ESG) PY26, United States Department of Housing and Urban Development (HUD), Community Development, in the amount of \$286,929. (Community Services)

<b>RESULT:</b>	APPROVED THE CONSENT AGENDA
<b>MOVER:</b>	Lynn LaPlante
<b>SECONDER:</b>	Kari Galassi
<b>AYES:</b>	Cronin Cahill, DeSart, Galassi, Garcia, LaPlante, and Schwarze

**12. RESIDENCY WAIVERS - JANELLE CHADWICK**

No residency waivers were offered.

**13. DUPAGE CARE CENTER UPDATE - JANELLE CHADWICK**

The Care Center currently has one unit on isolation due to influenza A, down from two units since the January 20th Human Services Committee meeting.

The Care Center had their architecture survey for 2 North, 2 South, and 2 Center. There was a different architecture surveyor than with the prior units. This surveyor seems to be holding the Care Center to a standard that is above the skilled nursing facilities. For example, red outlets in the rooms are being referred to as critical care outlets. The Care Center has outlets that connect to the generator in the hallways but the surveyor required that the critical care outlets must be in the residents' rooms also.

Additionally, the surveyor wanted the cabinetry in the residents' rooms to be flush with the ceiling which required staff to add two inches to the top of the cabinetry. This contradicted

previous surveys. They are complying but disputing the requests. The surveyors are consulting with their supervisor who is out until February 5th. Ms. Chadwick is concerned that the next Life Safety Code Survey will have a different surveyor and different requests. Another concern is if there is a federal government shutdown, the whole process will stop. The Facilities Management team and Wight Construction worked very hard to complete the additions to the cabinetry in 48 hours. Asked about additional cost, Janelle replied she did not have the numbers but the Care Center allocates additional funds in the contingency lines for construction funding.

#### 14. COMMUNITY SERVICES UPDATE - MARY KEATING

Mary Keating, Director of Community Services, stated they are anxiously awaiting the house votes on the separated budget and that an answer comes soon. Joan Olson, the Chief Communications Officer, stated the House cleared a procedural hurdle on Monday night which is a good sign for re-opening. They are scheduled to start a vote Tuesday morning at 10:15 am CST.

Ms. Keating followed up on the January 20th Human Services Committee's outreach presentation by Brett Kuras, the Outreach Specialist.

She shared additional statistics for 2025 with the committee:

**The Community Services main line:**

630-407-6500, received just under 48,000 calls.

The 211-line received just under 7000 calls.

**Senior Services Unit:**

Adult Protective Services (APS) - 1041 calls

Ombudsman Program staff (advocates for long-term nursing facilities) - 369 intakes

Choices for Care (staff in hospital with individuals being released to long term care) - 12,007 screenings

Community Care Program (CCP) provides in-home services - 1800 new intakes

**Family Center:**

Mediators (divorced or parents never married) - 465 mediations

Supervised Parenting (court ordered) - 538 sessions

Neutral exchange (facilitates transfer of child from one parent to another) - 2504 exchanges

Ms. Keating stated she reached out to the Northern Illinois Food Bank (NIFB). She displayed a graph representing the number of visits per month across all DuPage agencies. The county continues to remain above the 2023 levels. The fall of 2025, particularly November spiked because of the suspension of SNAP benefits and the effects of ICE activity, with people not leaving their homes. December drops annually because a lot of pantries close between the Christmas holidays.

New registrants represent those who use Links to Feed software program.

Ms. Keating will continue to get updated information. From the NIFB.

**15. OLD BUSINESS**

Chair Schwarze stated he is proud of the Human Services Committee members for their fight against food insecurity for the last four years. He noted the ‘fight’ has taken many different forms, from the largest to the smallest food pantries. The county has allocated \$10-15M for food insecurity, completed a capital project, and worked with the DuPage Transformational Partnership Grant, which included food insecurity. Chair Conroy’s 2026 budget includes \$3M for food insecurity which does not include any potential capital.

**16. NEW BUSINESS**

No new business was discussed.

**17. ADJOURNMENT**

With no further business, the meeting was adjourned at 10:15 AM.



## HS Change Order with Resolution

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

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**File #:** HS-CO-0004-26

**Agenda Date:** 2/17/2026

**Agenda #:** 14.A.

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AMENDMENT TO COUNTY CONTRACT 7854-0001 SERV  
ISSUED TO HEALTHY AIR HEATING & AIR, INC.  
FOR THE LIHEAP PROGRAM  
FOR COMMUNITY SERVICES  
(INCREASE CONTRACT \$150,000)

WHEREAS, County Contract 7854-0001 SERV was approved by the DuPage County Board on August 12, 2025; and

WHEREAS, the Human Services Committee recommends changes as stated in the Change Order Notice to County Contract 7854-0001 SERV, issued to Healthy Air Heating & Air, Inc., for the LIHEAP Program, for Community Services, and increase the contract by \$150,000 resulting in an amended contract total of \$230,000.

NOW, THEREFORE BE IT RESOLVED, that the County Board adopt the Change Order Notice to County Contract 7854-0001 SERV, issued to Healthy Air Heating & Air, Inc., for the LIHEAP Program for Community Services, and increase the contract by \$150,000 resulting in an amended contract total of \$230,000.

Enacted and approved this 24<sup>th</sup> day of February, 2026 at Wheaton, Illinois.

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DEBORAH A. CONROY, CHAIR  
DU PAGE COUNTY BOARD

Attest: \_\_\_\_\_

JEAN KACZMAREK, COUNTY CLERK

# REQUEST FOR CHANGE ORDER FORM

Procurement Services Division

Revised 10-01-2025

HS 2/17  
FI+CB 2/24

Date: Feb 11, 2026

File ID #:

<b>Purchase Order #:</b> 7854	<b>Original Purchase Order Date:</b> 10/01/2025	<b>Change Order #:</b> 4	<b>Department:</b> Community Services
<b>Vendor Name:</b> Healthy Air Heating & Air Inc.		<b>Vendor #:</b> 14166	<b>Dept. Contact:</b> David Stuckey
<b>Action Requested and Reason for Change Order Request:</b>	Increase PO by \$150,000. Increase Line 3 Description 1 LIHEAP FURNACE VOUCHER PROGRAM Program Description 2 LIHEAP PROG PY26 Company:5000 AU: 1420 Account Code: 53090 Activity Code: 26-224028 Increase by \$150,000		

### 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		\$80,000.00
B	Net \$ Change for Previous Change Order		
C	Current Contract Amount (A + B)		\$80,000.00
D	Amount of this Change Order	<input checked="" type="checkbox"/> Increase <input type="checkbox"/> Decrease	\$150,000.00
E	New Contract Amount (C + D)		\$230,000.00
F	Cumulative Change Order Amount (B + D)		\$150,000.00
G	Cumulative Percent of all Change Orders (B+D/A); (60% maximum on construction contracts)		187.50%

### DECISION MEMO NOT REQUIRED - Check Applicable Box(es)

- Cancel Entire Order
- Close Contract
- Contract Extension (≤59 Days)
- Update Budget Code
- Change Budget Code From: \_\_\_\_\_ to: \_\_\_\_\_
- Increase/Decrease Quantity From: \_\_\_\_\_ to: \_\_\_\_\_
- Price Shows: \_\_\_\_\_ should be: \_\_\_\_\_
- Move Funds Between Lines
- Decrease Remaining Encumbrance and Close Contract
- Increase Encumbrance and Close Contract
- Decrease Encumbrance
- Increase Encumbrance

### DECISION MEMO REQUIRED - Check Applicable Box(es) and Fill In All Answers Below

- Contract Extension Greater Than 59 Days From \_\_\_\_\_ to: \_\_\_\_\_
- Cancel Contract
- Cumulative Increase Greater Than \$10,000 (Row 'F' Above)
- Other - Explain In Summary Explanation Box Below

#### Summary Explanation - Provide a summary of the action. Explain why it is necessary and what is to be accomplished.

This is needed to provide safe heating systems to low-income residents of the county. This is needed for health and safety of our constituents.

#### Original Source Selection/Vetting Information - Describe method used to select source; for instance, bid, RFP, sole source, etc.

RFP procured

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

We can approve this and help disadvantaged members of the county. If we do not approve this, we leave vulnerable people in a dangerous situation.

**Fiscal Impact/Cost Summary** - Include projected cost for each fiscal year, approved budget amount and account number

**APPROVALS - Initials Only**

HS	6147	Feb 11, 2026	<i>Ch</i>	6182	2/11/26
Prepared By	Phone Ext.	Date	Recommended for Approval	Phone Ext.	Date
<i>[Signature]</i>		<i>2/11/2026</i>			
Reviewed by Procurement Officer	Date		Completed by Buyer	Date	



## REQUIRED VENDOR ETHICS DISCLOSURE STATEMENT

### Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	
COMPANY NAME:	HEALTHY AIR HEATING & AIR, INC.
CONTACT PERSON:	PIOTR BLASZCZYK
CONTACT EMAIL:	healthyairheatingandair@gmail.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/](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](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.

Signature on File

Printed Name: PIOTR BLASZCZYK

Signature: \_\_\_\_\_

Title: PRESIDENT

Date: 2/11/2026



## HS Resolution

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

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**File #:** HS-R-0005-26

**Agenda Date:** 2/17/2026

**Agenda #:** 14.B.

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MODIFICATION ONE  
TO THE HOME INVESTMENT PARTNERSHIPS AGREEMENT  
BETWEEN THE COUNTY OF DUPAGE AND TAFT AND EXMOOR LP,  
AN ILLINOIS LIMITED PARTNERSHIP

WHEREAS, the Illinois General Assembly has granted COUNTY authority to make all contracts and do all other acts in relation to the property and concerns of the county necessary to the exercise of its corporate powers (Illinois Compiled Statutes, Chapter 55, paragraphs 5/5-1005), and to enter into agreements for the purposes of receiving funds from the United States government under the “Housing and Community Development Act of 1974”, the National Affordable Housing Act of 1990, and the Housing and Community Development Act of 1992, and COUNTY may disburse those funds and other county funds for community development and other housing program activities (Illinois Compiled Statutes, Chapter 55, paragraph 5/5-1093); and

WHEREAS, the COUNTY has applied to HUD for HOME Investment Partnerships Act funds from the United States Department of Housing and Urban Development (“HUD”) as provided by the Cranston-Gonzalez National Affordable Housing Act, as amended (Title II, Pub. L. 101-625) (“ACT”); and

WHEREAS, Taft and Exmoor LP, an Illinois Limited Partnership, (hereinafter called “DEVELOPER”), having a principal place of business at 310 S. Peoria St., Suite 500, Chicago, IL 60607 made an application to COUNTY for a loan of a portion of COUNTY’S HOME Investment Partnerships Act Funds (“HOME FUNDS”) in the amount of \$1,750,000.00 for costs associated with the creation of 42 units of affordable rental housing, of which 10 units are HOME-assisted affordable housing units; and

WHEREAS, an Agreement was approved under Resolution #HS-R-0019-25 on December 9, 2025 requiring compliance with HOME requirements, and said agreement has been approved by Taft and Exmoor LP, an Illinois limited partnership; and

WHEREAS, an Agreement Modification has been prepared to comply with updated requirements under the Illinois Prevailing Wage Act and incorporate requirements, under the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (PRWORA), if applicable; and

WHEREAS, the Agreement Modification has been approved by the HOME Advisory Group on February 3, 2026, and the DuPage County Human Services Committee on February 17, 2026.

NOW THEREFORE BE IT RESOLVED by the County Board that said Agreement Modification between the County of DuPage and Taft and Exmoor LP, an Illinois limited partnership attached hereto, is hereby approved; and

BE IT FURTHER RESOLVED, that the Chair of the DuPage County Board is authorized and directed to execute said Modification on behalf of DuPage County and the Clerk is hereby authorized and directed to attest to such execution and affix the official seal thereto; and

BE IT FURTHER RESOLVED, that the Chair of the DuPage County Board is hereby authorized to approve amendments to PROJECT NUMBERS HM21-05/HM22-02/HM23-02 so long as such amendments further the completion of the project and are in accordance with regulations applicable to the HOME Investment Partnerships Act and the policies of DuPage County; and

BE IT FURTHER RESOLVED that the County Clerk be directed to send an original signed Agreement with this Resolution to Lindsey Haines, Interim President and CEO, Taft and Exmoor GP LLC, General Partner of Taft and Exmoor LP, 310 S. Peoria St., Suite 500, Chicago, IL 60607 and a copy to Community Development.

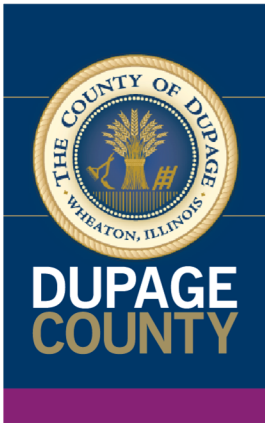
Enacted and approved this 24<sup>th</sup> day of February, 2026 at Wheaton, Illinois.

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DEBORAH A. CONROY, CHAIR  
DU PAGE COUNTY BOARD

Attest: \_\_\_\_\_

JEAN KACZMAREK, COUNTY CLERK



# COMMUNITY SERVICES

630-407-6500  
Fax: 630-407-6501  
csprograms@dupagecounty.gov  
[www.dupagecounty.gov/community](http://www.dupagecounty.gov/community)

**Community Development**  
630-407-6600  
Fax: 630-407-6601

**Family Center**  
422 N. County Farm Rd.  
Wheaton, IL 60187  
630-407-2450  
Fax: 630-407-2451

**Housing Supports and Self-Sufficiency**  
630-407-6500  
Fax: 630-407-6501

**Intake and Referral**  
630-407-6500  
Fax: 630-407-6501

**Senior Services**  
630-407-6500  
Fax: 630-407-6501

**TO:** Greg Schwarze, Chairman and Committee Members  
Human Services Committee

**FROM:** Mary A. Keating, Director,  
Department of Community Services

**DATE:** February 4, 2026

**SUBJECT:** HOME Agreement Project #s HM21-05/HM22-02/HM23-02 Taft and Exmoor LP - Agreement Modification One

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**On 02/03/2026, the HOME Advisory Group approved the following recommendation.**

**Action Requested:** Staff recommend approval of Modification One to the HOME Investment Partnerships Agreement known as project #s HM21-05/HM22-02/HM23-02 between DuPage County and Taft and Exmoor LP to incorporate newly effective Illinois Prevailing Wage Act requirements and eligibility and verification requirements under the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (PRWORA).

**Details:** The project was adopted by the County Board under Resolution #HS-R-0019-25 on 12/09/2025 to grant \$1,750,000 in HOME Investment Partnerships (HOME) Program funding toward the construction of 42 units of affordable rental housing, of which 10 units are designated as County HOME units.

Modification One to the Agreement incorporates newly effective requirements under the Illinois Prevailing Wage Act, which state the Act will apply to all federal construction projects administered or controlled by a public body if the prevailing rate of wages is equal to or greater than the prevailing wage determination by the United States Secretary of Labor for the same locality for the same type of construction used to classify the federal construction project.

The modification also incorporates language regarding immigration restrictions, requirements, eligibility, and verification, as applicable, due to a recent federal register notice issued by HUD on 11/26/2025, “Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (PRWORA); Interpretation of “Federal Public Benefit””.

MODIFICATION ONE TO HOME INVESTMENT PARTNERSHIPS (HOME) PROGRAM  
AGREEMENT BETWEEN THE COUNTY OF DUPAGE AND TAFT AND EXMOOR LP  
PROJECT NUMBERS HM21-05/HM22-02/HM23-02

THIS MODIFICATION ONE TO AGREEMENT is entered into this \_\_\_\_\_ day of February, 2026 by and between the COUNTY OF DU PAGE, Illinois (hereinafter called “COUNTY”) and Taft and Exmoor LP, an Illinois Limited Partnership, having a principal place of business at 310 S. Peoria St., Suite 500, Chicago, IL 60607 (hereinafter called “DEVELOPER”). The purpose of this MODIFICATION ONE TO AGREEMENT is to modify an existing agreement between the above parties known as Community Development Commission Agreement HM21-05/HM22-02/HM23-02, which was adopted by Resolution HS-R-0019-25 on December 9, 2025, to grant funding in the amount of \$1,750,000.00, for the purpose of new construction of forty-two (42) units of affordable rental housing. Ten (10) units in the PROPERTY shall be leased to an income eligible household at a rent not to exceed that allowed under the HOME Program, at 640 Taft Avenue, Glen Ellyn, IL 60137 (hereinafter, together with any previous modifications thereto, called “Agreement”).

In consideration of the premises of the Agreement, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereby agree to the following modification of the terms of the Agreement in accordance with Section XI. A. of the Agreement:

1. Section VI. D., last sentence, is hereby amended to read as follows, “If a loan, grant, or subsidy from another source requires DEVELOPER to comply with the DBRA, the requirements of the other source shall prevail over the requirements of this Paragraph, so long as the federal prevailing wage rates are greater than the effective state prevailing wage rates. Should state prevailing wage rates be equal to or greater than the prevailing wage determination by the United States Secretary of Labor for the same locality for the same type of construction used to classify the federal construction project, the Illinois Prevailing Wage Act and rates will apply.”
2. Section VI. Y. is hereby added in its entirety, and states the following, “DEVELOPER must administer HOME funds in accordance with all applicable immigration restrictions and requirements, including the eligibility and verification requirements that apply under title IV of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996, as amended (8 U.S.C. 1601-1646) (PRWORA) and any applicable requirements that HUD, the Attorney General, or the U.S. Citizenship and Immigration Services may establish from time to time to comply with PRWORA, Executive Order 14218 (Ending Taxpayer Subsidization of Open Borders), or other Executive Orders or immigration laws”.
3. Section VI. Z. is hereby added in its entirety, and states the following, “DEVELOPER must use Systematic Alien Verification for Entitlements (SAVE), or an equivalent verification system approved by the Federal government, to prevent any Federal public benefit from being provided to an ineligible alien who entered the

United States illegally or is otherwise unlawfully present in the United States, if applicable”.

In all other respects, the terms and conditions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Modification on the dates recited below:

Taft and Exmoor LP,  
an Illinois Limited Partnership

BY: Taft and Exmoor GP LLC  
Its General Partner

\_\_\_\_\_  
Lindsey Haines  
Interim President and CEO

DATE: \_\_\_\_\_

ATTEST: \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

COUNTY OF DUPAGE,  
a body politic in the State of Illinois

BY: \_\_\_\_\_  
Deborah A. Conroy,  
Chair DuPage County Board

DATE: \_\_\_\_\_

ATTEST: \_\_\_\_\_

\_\_\_\_\_  
Jean Kaczmarek,  
DuPage County Clerk



## HS Resolution

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

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**File #:** HS-R-0006-26

**Agenda Date:** 2/17/2026

**Agenda #:** 14.C.

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**HOME INVESTMENT PARTNERSHIPS AGREEMENT HM16-01 AND RELATED MORTGAGE,  
PAYMENT NOTE AND REGULATORY AND LAND USE RESTRICTION AGREEMENT ASSIGNMENT  
AND ASSUMPTIONS BY LITTLE FRIENDS, INC.**

WHEREAS, the Illinois General Assembly has granted COUNTY authority to make all contracts and do all other acts in relation to the property and concerns of the county necessary to the exercise of its corporate powers (Illinois Compiled Statutes, Chapter 55, paragraphs 5/5-1005), and to enter into agreements for the purposes of receiving funds from the United States government under the “Housing and Community Development Act of 1974”, the National Affordable Housing Act of 1990, and the Housing and Community Development Act of 1992, and COUNTY may disburse those funds and other county funds for community development and other housing program activities (Illinois Compiled Statutes, Chapter 55, paragraph 5/5-1093); and

WHEREAS, the COUNTY has applied for HOME Investment Partnerships Act (“HOME”) funds from the United States Department of Housing and Urban Development (“HUD”) as provided by the Cranston-Gonzalez National Affordable Housing Act, as amended (Title II, Pub. L. 101-625) (“ACT”) and continues to be a participating jurisdiction in the HOME program; and

WHEREAS, the subject property is located at 1141 Iroquois Avenue, Naperville, IL 60563, and is also known as Katharine Manor Apartments; and

WHEREAS, ILLINOIS INDEPENDENT LIVING CENTER, an Illinois not-for-profit corporation submitted an application to the COUNTY and was selected as a DEVELOPER to receive a portion of the COUNTY’S HOME funds; and

WHEREAS, the COUNTY entered into a HOME Investment Partnerships (HOME) Program Agreement, known as HM16-01, with ILLINOIS INDEPENDENT LIVING CENTER, an Illinois not-for-profit corporation, on 09/27/2016 for acquisition and rehabilitation of two condominium units, Unit #111 and Unit #216, within the building located at 1141 Iroquois Avenue, Naperville, IL 60563; and

WHEREAS, project number HM16-01 provided HOME funds totaling \$212,640.00 in the form of a forgivable loan to ILLINOIS INDEPENDENT LIVING CENTER (IILC), an Illinois not-for-profit corporation, the Original Borrower; and

WHEREAS, IILC has merged with LITTLE FRIENDS INC., an Illinois not-for-profit corporation; and

WHEREAS, LITTLE FRIENDS INC. wishes to assume responsibility of the HOME Investment Partnerships Agreement HM16-01, Forgivable Payment Notes, Forgivable Mortgages, and the Regulatory and Land Use Restriction Agreement; and

WHEREAS, LITTLE FRIENDS INC. has agreed, and will be obligated to ensure that Unit #111 and Unit #216, within the building located at 1141 Iroquois Avenue, Naperville, IL 60563, remains as affordable housing by assuming the terms, conditions and affordability period of the development until at least April 17, 2033, as required by County project number HM16-01; and

WHEREAS, LITTLE FRIENDS INC. has agreed to maintain the property in accordance with effective property standards through at least April 17, 2033; and

WHEREAS, LITTLE FRIENDS INC. has agreed to assume the COUNTY'S AGREEMENT associated with project number HM16-01; and

WHEREAS, LITTLE FRIENDS INC. has agreed to assume the MORTGAGES associated with project number HM16-01; and

WHEREAS, LITTLE FRIENDS INC. has agreed to assume the PAYMENT NOTES associated with project number HM16-01; and

WHEREAS, LITTLE FRIENDS INC. has agreed to assume the REGULATORY AND LAND USE RESTRICTION AGREEMENT associated with project number HM16-01; and

WHEREAS, this assignment and assumption was approved by the HOME Advisory Group on February 3, 2026; and

WHEREAS, this assignment and assumption was approved by the Human Services Committee on February 17, 2026.

BE IT RESOLVED, that the Director of Community Services, is authorized and directed to execute additional documents that may be required to complete the transaction on behalf of DuPage County; and

BE IT FURTHER RESOLVED, that the Chair of the DuPage County Board, or their designee, is authorized and directed to execute documents required to complete the transaction on behalf of DuPage County and the Clerk is hereby authorized and directed to attest to such execution and affix the official seal thereto; and

Enacted and approved this 24th day of February, 2026 at Wheaton, Illinois.

---

DEBORAH A. CONROY, CHAIR  
DU PAGE COUNTY BOARD

Attest: \_\_\_\_\_  
JEAN KACZMAREK, COUNTY CLERK



**DUPAGE  
COUNTY**



## COMMUNITY SERVICES

630-407-6500  
Fax: 630-407-6501  
csprograms@dupagecounty.gov

[www.dupagecounty.gov/community](http://www.dupagecounty.gov/community)

**Community  
Development**  
630-407-6600  
Fax: 630-407-6601

**Family Center**  
422 N. County Farm Rd.  
Wheaton, IL 60187  
630-407-2450  
Fax: 630-407-2451

**Housing Supports  
and Self-Sufficiency**  
630-407-6500  
Fax: 630-407-6501

**Intake and Referral**  
630-407-6500  
Fax: 630-407-6501

**Senior Services**  
630-407-6500  
Fax: 630-407-6501

**TO:** Greg Schwarze, Chairman and Committee Members  
Human Services Committee

**FROM:** Mary A. Keating, Director,  
Department of Community Services

**DATE:** February 4, 2026

**SUBJECT:** HOME Investment Partnerships Program Project HM16-01 Illinois  
Independent Living Center – Ownership Change & Assumption Request

---

**On 02/03/2026, the HOME Advisory Group approved the following recommendation.**

**Action Requested:** Staff recommend transfer of ownership and assumption of all associated HOME Investment Partnerships (HOME) Program requirements from Illinois Independent Living Center, an Illinois not-for-profit corporation to Little Friends, Inc., an Illinois not-for-profit corporation.

**Details:** On September 27, 2016, the County of DuPage entered into a Home Investment Partnerships (HOME) Program Agreement for the project known as HM16-01 with Illinois Independent Living Center, Inc. (IILC). Under Agreement, DuPage County provided HOME funds totaling \$212,640 for costs associated with the acquisition and rehabilitation of condominium units 111 and 216 located at 1141 Iroquois Avenue, Naperville, IL 60563.

Each unit has a 15-year regulatory affordability period which runs through 04/17/2033. As part of the County’s annual monitoring of HOME projects, information and documentation is requested to ensure the project continues to meet HOME requirements. On March 20, 2025, IILC provided requested HOME monitoring documentation. Upon review by Community Development Commission (CDC) staff, IILC had noted they were in process of merging with Little Friends, Inc.

On April 29, 2025, CDC staff requested clarification regarding the merger and explained the process and documentation required for the County to consider a property transfer and assumption, as outlined in the project’s HOME Agreement, Mortgages, and Regulatory Land Use and Restriction Agreement (RLURA). IILC responded confirming a merger had already taken place.

Since learning of the property transfer, CDC staff have been working with the County’s State’s Attorney’s Office to cure the default.

IILC and Little Friends, Inc. wish to move forward with an assumption of the HOME Agreement, Forgivable Payment Notes, Forgivable Mortgages, and RLURA.

Little Friends, Inc. currently owns and operates 49 residential units in Will and DuPage Counties. This will be the first HOME-assisted property Little Friends, Inc. will own and operate. The subject property contains 32 units, 24 of which are now owned and operated by Little Friends, Inc. Of the 24 units, two were assisted with HOME funds and are subject to the ongoing requirements of the HOME program. CDC staff have reviewed necessary documentation submitted by Little Friends, Inc. and do not have concerns, at this time, about their ability to manage the two HOME-assisted units as affordable housing to meet all HOME program requirements.

To effectuate the transfer, Little Friends, Inc. will assume responsibility of the HOME Investment Partnerships Agreement, Forgivable Payment Notes, Forgivable Mortgages, and the Regulatory and Land Use Restriction Agreement. CDC staff will continue to monitor the project to ensure compliance throughout the 15-year affordability period, which runs through April 17, 2033.



1141 Iroquois Avenue, Suite 104  
Naperville, Illinois 60563  
tel: (630) 357-0077  
fax: (630) 357-0087

April 30, 2025


Ashley Miller  
Community Development Manager  
DuPage County Community Development Commission  
421 N. County Farm Road., Room 2-800  
Wheaton, IL 60187

Re: Request to Transfer HOME Agreement HM16-01

Dear Ms. Miller,

Illinois Independent Living Center, Inc. has been good stewards of the HOME funds awarded to them in 2016. We wish to continue to be good stewards of these funds through a merger with Little Friends. The merger will bring more resources to Illinois Independent Living Center to strengthen its existing infrastructure and develop its programs further to be a stronger nonprofit that serves the disabled community. The Little Friends organization has all the intentions to honor the HOME Agreement, and the current programs will continue to remain intact under their governance. All of the Illinois Independent Living Center employees will remain employed through the merger. Continuity of care will remain as well to HOME funds practices. It is our request that the HAG Committee transfer the HOME Agreement HM16-01 from Illinois Independent Living Center, Inc. to Little Friends.

Thank you,

  
Anita L. Dierks  
Director



27555 Diehl Road  
Warrenville, Illinois 60555  
630.355.6533  
[www.littlefriendsinc.org](http://www.littlefriendsinc.org)

April 30, 2025

Ms. Ashley Miller  
Community Development Manager  
DuPage County Community Development Commission  
421 N. County Farm Road., Room 2-800  
Wheaton, IL 60187

Re: Request to Assume HOME Agreement HM16-01

Dear Ms. Miller,

The Little Friends nonprofit organization was established in 1965 in Naperville as a private therapeutic day school and over time has grown to support 6 programs addressing the needs from children to elderly challenged by intellectual/developmental disabilities and autism. We are proud to add the Illinois Independent Living Center as our newest and 7<sup>th</sup> program for the communities we serve.

Little Friends has experience helping individuals live independently, and given this we believe the merger is a good fit for the two organizations, providing sustainability for the Illinois Independent Living Center on a long-term basis. With this merger, it is our intention to maintain the current Illinois Independent Living Center programming, staff, and all agreements the organization had prior to the merger including the HOME Agreement. We will continue to utilize the current verbiage in the tenant leases. Further, Little Friends will continue governing Illinois Independent Living Center as an affordable rental housing option for disabled individuals with mobility impairments. This intention includes the affordability period of the remaining agreement and, if applicable, the County imposed extended use period.

If you have any questions, please feel free to contact me. Otherwise, I appreciate your help and support in this matter.

Sincerely,



Mikel S. Briggs  
President/CEO

Little Friends is a 501(c)(3) not-for-profit organization. Donations are deductible to the fullest extent of current tax law.

LITTLE FRIENDS CENTER FOR AUTISM • KREJCI ACADEMY • MANSION HIGH SCHOOL  
COMMUNITY DAY SERVICES • RESIDENTIAL SERVICES • RESPITE PROGRAM

**THIS INSTRUMENT WAS PREPARED BY:**

Wagenmaker & Oberly, LLC  
53 W. Jackson Blvd., Suite 1734  
Chicago, IL 60604

**AFTER RECORDING RETURN TO:**

DuPage County  
421 N. County Farm Rd., Room 2-800  
Wheaton, IL 60187  
Attn: Community Development Commission

PIN: 08-08-113-009

Property Address: 1141 Iroquois Avenue, #111  
Naperville, IL 60563

PIN: 08-08-113-030

Property Address: 1141 Iroquois Avenue, #216  
Naperville, IL 60563

**ASSIGNMENT AND ASSUMPTION AGREEMENT**

This ASSIGNMENT AND ASSUMPTION AGREEMENT (“Agreement”) is entered into effective as of February 24, 2026 (“Effective Date”), by and between ILLINOIS INDEPENDENT LIVING CENTER, INC., an Illinois not-for-profit corporation (“Assignor”) and LITTLE FRIENDS, INC., an Illinois not-for profit corporation (“Assignee”) (individually a “Party” and collectively, the “Parties”) and DUPAGE COUNTY, through its Community Development Commission, a municipal corporation (the “County”), having its principal office at 421 N. County Farm Road, Wheaton, Illinois 60187.

**WITNESSETH**

WHEREAS, the Assignor and Assignee were each organized and operated exclusively for charitable purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code;

WHEREAS, the Parties identified shared mission and alignment in their goals and objectives to serve intellectually and developmentally disabled communities by providing barrier-free housing, employment services, social clubs, and other material support;

WHEREAS, the Parties merged into a single corporation, in accordance with the Illinois General Not for Profit Corporation Act of 1986 (“Act”) by filing Articles and a Plan of Merger with the Illinois Secretary of State, whereby Illinois Independent Living Center, Inc. merged into Little Friends, Inc. effective as of April 11, 2025 (“Merger”);

WHEREAS, through the Merger, by operation of law under 805 ILCS § 105/111.50, all property, all debts due, and all and every other interest, belonging to either Illinois Independent Living Center, Inc. or Little Friends, Inc. prior to the Merger is deemed to be transferred and vested in Little Friends, Inc., as the surviving entity, without further act or deed;

WHEREAS, prior to the Merger, Illinois Independent Living Center and the County of DuPage entered into a Home Investment Partnership (HOME) Program Agreement, approved by the DuPage County Board under Resolution HHS-R-0628-16, dated September 27, 2016, under which DuPage County provided HOME funds to the Assignor totaling \$212,640.00 for costs associated with the acquisition and rehabilitation of Units 111 and 216 located at 1141 Iroquois Avenue, Naperville, IL 60563 (“Merger Assets,” as further defined in Exhibit A);

WHEREAS, the HOME Agreement required execution of the following: a Mortgage Affecting Unit 111 recorded as document R2016-143911 along with that certain Forgivable Payment Note referenced therein and secured thereby, a Mortgage Affecting Unit 216 recorded as document R2016-143909 along with that certain Forgivable Payment Note referenced therein and secured thereby, a Mortgage Affecting Unit 111 and Unit 216 recorded as document R2018-009376 along with that certain Forgivable Payment Note referenced therein and secured thereby, and a Regulatory Land Use Restriction Agreement Affecting Unit 111 and Unit 216 recorded as document R2018-005268, (collectively, along with the HOME Agreement, “HOME Agreement Instruments”);

WHEREAS, on May 21, 2025, The DuPage County State’s Attorney’s Office informed Little Friends, Inc. by letter, of its need to submit certain information, including this Agreement, to comply with the terms of the HOME Agreement Instruments and to obtain DuPage County’s consent to the transfer of the Merger Assets, related indebtedness and other related liabilities arising under the HOME Agreement Instruments;

WHEREAS, Little Friends, Inc. as title holder to the Merger Assets under 805 ILCS § 105/111.50 seeks to fully comply with those requirements;

NOW, THEREFORE, pursuant to the Articles, Plan of Merger, and requirements under the Act, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereto do hereby promise and agree as follows:

1. Assignment and Assumption. As of the Effective Date, Assignor does hereby (a) transfer and convey unto Assignee all of Assignor’s right, title and interest in, to and benefits under the Merger Assets, and (b) assigns and transfers to Assignee all of the liabilities under the HOME Agreement Instruments, defined herein above. As of the Effective Date, Assignee hereby accepts the assignment and assumes and accepts, and agrees to pay, perform, and discharge when due, all of the liabilities under the HOME Agreement

Instruments, all with the same force and effect as if Assignee was originally named as the party thereto.

2. Terms of HOME Agreement Instruments. The Terms of the HOME Agreement Instruments, including, but not limited to, the representations, warranties, covenants, agreements and indemnities relating to the Merger Assets are incorporated herein by this reference. In the event of any conflict or inconsistency between the HOME Agreement Instruments and the terms of this Agreement, the HOME Agreement Instruments shall govern.
3. Limitation of Liability. Assignee assumes and shall be liable for any of Assignor's debts, contracts, agreements, commitments, and obligations or any other liabilities of any nature whatsoever, by operation of law pursuant to 805 ILCS 105/111.50.
4. Effect. This Agreement shall be binding upon and shall inure to the benefit of the Parties hereto and their respective successors and permitted assigns.
5. Notice. Notice shall be deemed given to any of the Parties hereto if given by a formal written letter sent both certified mail and email to the authorized representatives whose signatures are contained herein.
6. No Third Party Beneficiaries. Nothing herein expressed or implied is intended or shall be construed to give any person other than the Parties hereto any rights or remedies under this Agreement.
7. Waiver. No waiver of any rights or obligations hereunder shall be deemed to have occurred unless in writing signed by the Party against whom such waiver is asserted, and no waiver by either Party hereto of the breach of any provision of this Agreement by the other Party shall be deemed a waiver of any subsequent breach.
8. Modification. No amendment, modification, or termination of this Agreement shall be binding on any Party hereto unless it is in writing and signed by the Party to be charged.
9. Governing Law. This Agreement shall be construed and interpreted according to the laws of the State of Illinois, without regard to the conflicts of law provisions thereof.
10. Counterparts. This Agreement may be executed with original ink signatures in counterparts, each of which shall be deemed an original, but all of which when considered together shall constitute one and the same agreement.
11. No Presumption. The Parties hereto understand, agree and acknowledge that this Agreement has been freely negotiated by all Parties hereto, and that, in any controversy, dispute or contest over the meaning, interpretation, validity or enforceability of this Agreement or any of its terms or conditions, there shall be no inference, presumption, or conclusion drawn whatsoever against any Party hereto by virtue of that Party or its agent having drafted this Agreement or any portion thereof.

12. Entire Agreement. This Agreement, the Articles and Plan of Merger, and the HOME Agreement Instruments constitute the entire agreement between the Parties hereto with respect to the subject matter hereof and supersede any prior understandings, agreements, or representations by or between the Parties, written or oral, to the extent they relate in any way to the subject matter hereof.
  
13. Further Assurances. Each of the Parties hereto shall execute and deliver, at the reasonable request of the other Party, such additional documents, instruments, conveyances and assurances and take such further actions as such other Party may reasonably request to carry out the provisions hereof and give effect to the transactions contemplated by this Agreement.

[Signatures Follow on Separate Pages, in Counterparts]

**ACKNOWLEDGEMENT**

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement effective as of date first written above.

**ASSIGNOR:**

ILLINOIS INDEPENDENT LIVING CENTER,  
an Illinois Not for Profit Corporation

By: \_\_\_\_\_  
Anita Dierks  
Executive Director

Date: \_\_\_\_\_

Email: adierks@lilfriends.com

STATE OF ILLINOIS            )  
  ) SS  
COUNTY OF DU PAGE        )

I, \_\_\_\_\_, a Notary Public in and for said County in the State aforesaid, DO HEREBY CERTIFY that Anita Dierks of Illinois Independent Living Center personally known to me to be the Executive Director of Illinois Independent Living Center, an Illinois not-for-profit corporation, appeared before me this day in person, and acknowledged that as Executive Director respectively, signed sealed and delivered the foregoing instrument as the free and voluntary act of said corporation and as their free and voluntary act for the uses and purposes therein set forth.

Given under my hand and official seal, this \_\_\_\_ day of \_\_\_\_\_, 2026

\_\_\_\_\_  
Notary Public

**ASSIGNEE:**

LITTLE FRIENDS, INC.,  
an Illinois Not for Profit Corporation

By: \_\_\_\_\_  
Mikel Briggs  
President

Date: \_\_\_\_\_

Email: mbriggs@lilfriends.com

STATE OF ILLINOIS            )  
  ) SS  
COUNTY OF DU PAGE        )

I, \_\_\_\_\_, a Notary Public in and for said County in the State aforesaid,  
DO HEREBY CERTIFY that Mikel Briggs of Little Friends, Inc. personally known to me to be  
the President of Little Friends, Inc., an Illinois not-for-profit corporation, appeared before me this  
day in person, and acknowledged that as President respectively, signed sealed and delivered the  
foregoing instrument as the free and voluntary act of said corporation and as their free and  
voluntary act for the uses and purposes therein set forth.

Given under my hand and official seal, this \_\_\_\_ day of \_\_\_\_\_, 2026

\_\_\_\_\_  
Notary Public

**CONSENTED TO BY:**  
DUPAGE COUNTY,  
a body politic in the State of Illinois

By: \_\_\_\_\_  
Mary A. Keating  
Community Services Director

Date: \_\_\_\_\_

Email: communitydev@dupagecounty.gov

STATE OF ILLINOIS        )  
  ) SS  
COUNTY OF DU PAGE    )

I, \_\_\_\_\_, a Notary Public in and for said County in the State aforesaid, DO HEREBY CERTIFY that Mary A. Keating of DuPage County personally known to me to be the Director of Community Services, appeared before me this day in person, and acknowledged that as Director of Community Services respectively, signed sealed and delivered the foregoing instrument as the free and voluntary act of said corporation and as their free and voluntary act for the uses and purposes therein set forth.

Given under my hand and official seal, this \_\_\_\_ day of \_\_\_\_\_, 2026

\_\_\_\_\_  
Notary Public

**Exhibit A**  
**Merger Assets**

The Merger Assets include the real property located at:

1. 1141 Iroquois Avenue, #111, Naperville, Illinois 60563; PIN: 08-08-113-009-0000

Legal Description:

UNIT NO. 111 IN KATHARINE MANOR CONDOMINIUM, AS DELINEATED ON A SURVEY OF LOT 1 IN ILLINOIS INDEPENDENT LIVING CENTER, INC. SUBDIVISION, OF PART OF THE NORTHWEST ¼ OF SECTION 8, TOWNSHIP 38 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, DUPAGE COUNTY, ILLINOIS, WHICH SURVEY IS ATTACHED AS EXHIBIT "A" TO THE DECLARATION OF CONDOMINIUM RECORDED AS DOCUMENT NO. R87-88751 TOGETHER WITH ITS UNDIVIDED PERCENTAGE INTEREST IN THE COMMON ELEMENTS.

2. 1141 Iroquois Avenue, #216, Naperville, Illinois 60563; PIN: 08-08-113-030-0000

Legal Description:

UNIT 216 TOGETHER WITH ITS UNDIVIDED PERCENTAGE IN THE COMMON ELEMENTS IN KATHARINE MANOR CONDOMINIUM AS DELINEATED AND DEFINED IN THE DECLARATION RECORDED AS DOCUMENT NO. R87-88751, IN PART OF THE NORTHWEST ¼ OF SECTION 8, TOWNSHIP 38 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN DUPAGE COUNTY, ILLINOIS.



## HS Resolution

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

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**File #:** HS-R-0007-26

**Agenda Date:** 2/17/2026

**Agenda #:** 14.D.

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MODIFICATION ONE  
TO THE HOME INVESTMENT PARTNERSHIPS AGREEMENT BETWEEN  
THE COUNTY OF DUPAGE AND ADDISON HORIZON LIMITED PARTNERSHIP,  
AN ILLINOIS LIMITED PARTNERSHIP

WHEREAS, the Illinois General Assembly has granted COUNTY authority to make all contracts and do all other acts in relation to the property and concerns of the county necessary to the exercise of its corporate powers (Illinois Compiled Statutes, Chapter 55, paragraphs 5/5-1005), and to enter into agreements for the purposes of receiving funds from the United States government under the “Housing and Community Development Act of 1974”, the National Affordable Housing Act of 1990, and the Housing and Community Development Act of 1992, and COUNTY may disburse those funds and other county funds for community development and other housing program activities (Illinois Compiled Statutes, Chapter 55, paragraph 5/5-1093); and

WHEREAS, the COUNTY has applied to HUD for HOME Investment Partnerships Act funds from the United States Department of Housing and Urban Development (“HUD”) as provided by the Cranston-Gonzalez National Affordable Housing Act, as amended (Title II, Pub. L. 101-625) (“ACT”); and

WHEREAS, Addison Horizon Limited Partnership, an Illinois Limited Partnership, (hereinafter called “DEVELOPER”), having a principal place of business at 4200 W. Peterson Ave., Chicago, IL 60646 made an application to COUNTY for a loan of a portion of COUNTY’S HOME Investment Partnerships Act Funds (“HOME FUNDS”) in the amount of \$5,250,000.00 for costs associated with the creation of 62 units of affordable rental housing for seniors, of which 30 units are HOME-assisted affordable housing units; and

WHEREAS, an Agreement was approved under Resolution #HS-R-0013-24 on June 11, 2024 requiring compliance with HOME requirements, and said agreement has been approved by Addison Horizon Limited Partnership, an Illinois limited partnership; and

WHEREAS, an Agreement Modification has been prepared to remove reference to one manager’s unit and to clarify compliance with ongoing property standards of the HOME program in accordance with 24 CFR 92.251 and the Community Development Commission (CDC) Property Standards, as amended; and

WHEREAS, the Agreement Modification has been approved by the HOME Advisory Group on February 3, 2026, and the DuPage County Human Services Committee on February 17, 2026.

NOW THEREFORE BE IT RESOLVED by the County Board that said Agreement Modification between the County of DuPage and Addison Horizon Limited Partnership, an Illinois limited partnership attached hereto, is hereby approved; and

BE IT FURTHER RESOLVED, that the Chair of the DuPage County Board is authorized and directed to execute said Modification on behalf of DuPage County and the Clerk is hereby authorized and directed to attest to such execution and affix the official seal thereto; and

BE IT FURTHER RESOLVED, that the Chair of the DuPage County Board is hereby authorized to approve amendments to PROJECT NUMBERS HM22-01/HM23-01 so long as such amendments further the completion of the project and are in accordance with regulations applicable to the HOME Investment Partnerships Act and the policies of DuPage County; and

BE IT FURTHER RESOLVED that the County Clerk be directed to send an original signed Agreement with this Resolution to Emmanuel Kinard, President, Addison Horizon, Inc., General Partner of Addison Horizon Limited Partnership, 4200 W. Peterson Ave., Chicago, IL 60646 and a copy to Community Development.

Enacted and approved this 24<sup>th</sup> day of February, 2026 at Wheaton, Illinois.

---

DEBORAH A. CONROY, CHAIR  
DU PAGE COUNTY BOARD

Attest: \_\_\_\_\_

JEAN KACZMAREK, COUNTY CLERK



**DUPAGE  
COUNTY**



# COMMUNITY SERVICES

630-407-6500  
Fax: 630-407-6501  
csprograms@dupagecounty.gov

[www.dupagecounty.gov/community](http://www.dupagecounty.gov/community)

**TO:** Greg Schwarze, Chairman and Committee Members  
Human Services Committee

**FROM:** Mary A. Keating, Director,  
Department of Community Services

**DATE:** February 4, 2026

**SUBJECT:** HOME Agreement Project #s HM22-01/HM23-01 Alden Addison  
Horizon Senior Living Community - Agreement Modification One

**On 02/03/2026, the HOME Advisory Group approved the following recommendation.**

**Action Requested:** Staff recommend approval of Modification One to the HOME Investment Partnerships Agreement known as project #s HM22-01/HM23-01 between DuPage County and Addison Horizon Limited Partnership to remove reference to one manager’s unit and ensure compliance with HOME property standard requirements, as amended from time to time.

**Details:** The project was adopted by the County Board under Resolution #HS-R-0013-24 on 06/11/2024 to grant \$5,250,000 in HOME Investment Partnerships (HOME) Program funding toward the construction of 62 units of affordable rental housing for seniors aged 62+, of which 30 units are designated as County HOME units. Of the 62 units, five are designated as market-rate rental units, with one of the five originally being set aside to be a rent-free on-site property manager’s unit.

The Alden Foundation has since changed its approach to property management and is shifting away from live-in staff units across its portfolio. Due to this shift, the organization has requested the HOME Agreement be modified to remove reference to the manager’s unit. The change in units does not impact the County’s HOME units and will provide one additional market rate income producing unit, which will positively impact revenue. If approved, a modification to the Regulatory Land Use Restriction Agreement will be completed and recorded.

The modification also addresses the requirement for the property to meet ongoing property standards, which were recently updated under HOME regulations at 24 CFR 92.251. The modification specifies the property must meet standards set forth in the department’s property standards policy, as amended in accordance with 24 CFR 92.251. This modification will ensure ongoing compliance as policies and procedures are amended to align with HOME regulatory updates.

**Community Development**  
630-407-6600  
Fax: 630-407-6601

**Family Center**  
422 N. County Farm Rd.  
Wheaton, IL 60187  
630-407-2450  
Fax: 630-407-2451

**Housing Supports and Self-Sufficiency**  
630-407-6500  
Fax: 630-407-6501

**Intake and Referral**  
630-407-6500  
Fax: 630-407-6501

**Senior Services**  
630-407-6500  
Fax: 630-407-6501

MODIFICATION ONE TO HOME INVESTMENT PARTNERSHIPS (HOME) PROGRAM  
AGREEMENT BETWEEN THE COUNTY OF DUPAGE AND ADDISON HORIZON  
LIMITED PARTNERSHIP PROJECT NUMBERS HM22-01 & HM23-01

THIS MODIFICATION ONE TO AGREEMENT is entered into this \_\_\_\_\_ day of February, 2026 by and between the COUNTY OF DU PAGE, Illinois (hereinafter called “COUNTY”) and Addison Horizon Limited Partnership, an Illinois Limited Partnership, with a principal place of business located at 4200 West Petersen Avenue, Suite 140, Chicago, Illinois 60646 (hereinafter called “DEVELOPER”). The purpose of this MODIFICATION ONE TO AGREEMENT is to modify an existing agreement between the above parties known as Community Development Commission Agreement HM22-01/HM23-01, which was adopted by Resolution HS-R-0013-24 on June 11, 2024, to grant funding in the amount of \$5,250,000.00, for the purpose of new construction of sixty-two (62) units of affordable rental housing for senior citizens. Thirty (30) units in the PROPERTY shall be leased to an income-eligible household at a rent not to exceed that allowed under the HOME Program, at 500 N Denise Court, Addison, IL 60101 (hereinafter, together with any previous modifications thereto, called “Agreement”).

In consideration of the premises of the Agreement, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereby agree to the following modification of the terms of the Agreement in accordance with Section XI. A. of the Agreement:

1. Recitals, paragraph three, is hereby deleted in its entirety, removing reference to one manager’s unit, and replaced with the following, “WHEREAS, by Application for Affordable Housing Funding originally submitted on July 16, 2021, DEVELOPER has submitted underwriting documentation and made application to COUNTY for a loan of a portion of COUNTY’s HOME Investment Partnerships Act Funds (“HOME FUNDS”) which shall be paid to DEVELOPER and used for the new construction of sixty-two (62) rental units (“PROPERTY”) located at 500 N. Denise Court, Addison, IL 60101; and”.
2. Section I. C. Exhibit A. Community Development Commission (CDC) Property Standards, is hereby amended the state, “Exhibit A. Community Development Commission (CDC) Property Standards, as amended in accordance with 24 CFR 92.251.”
3. Section II. A. is hereby deleted in its entirety, removing reference to one manager’s unit, and replaced with the following: “Statement of Work: The DEVELOPER, in collaboration with the COUNTY, shall utilize HOME FUNDS for eligible costs associated with the new construction of sixty-two (62) rental units. Thirty (30) units in the PROPERTY shall be leased to an income-eligible household at a rent not to exceed that allowed under the HOME Program (“PROJECT”).”
4. Section II. A. 1. Statement of Work Specifics, second sentence, is hereby amended to state, “After construction, all of the units must meet the property standards set forth in COUNTY’s CDC Property Standards Policy attached hereto as Exhibit A, as amended from time to time, in accordance with 24 CFR 92.251.”
5. Section II. A. 1. Statement of Work Specifics unit breakdown table is hereby

amended to remove reference to one market rate manager's unit, and shall be replaced with the following table:

<b>Bedroom Type</b>	<b>Entire Project</b>	<b>Market Rate Units</b>	<b>High HOME Units</b>	<b>Low HOME Units</b>	<b>Total HOME Units</b>
1-BR	50	2	22	6	28
2-BR	12	3	2	0	2
<b>Totals</b>	62	5	24	6	30

In all other respects, the terms and conditions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Modification on the dates recited below:

Addison Horizon Limited Partnership,  
an Illinois Limited Partnership

BY: Addison Horizon, Inc.  
Its General Partner

\_\_\_\_\_  
Emmanuel Kinard  
Vice President

DATE: \_\_\_\_\_

ATTEST: \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

COUNTY OF DUPAGE,  
a body politic in the State of Illinois

BY: \_\_\_\_\_  
Deborah A. Conroy,  
Chair DuPage County Board

DATE: \_\_\_\_\_

ATTEST: \_\_\_\_\_

\_\_\_\_\_  
Jean Kaczmarek,  
DuPage County Clerk



DuPage County Community Development Commission  
421 N. County Farm Rd.,  
Wheaton, IL 60187

November 20, 2025

RE: Addison Horizon – Request to Modify HOME Agreement and Regulatory Land Use Restriction Agreement

Dear DuPage County Community Development Commission,

This letter is to request a modification to the HOME Agreement and Regulatory Land Use Restriction Agreement for Addison Horizon, Limited Partnership. The modification concerns one two-bedroom unit that was originally slated for use as a rent-free, on-site managers’ unit. The Alden Foundation is requesting approval to rent the unit as a non-income restricted unit. The modification would not impact the 30 HOME supported units or the total number of income restricted units at the property, which will remain 57. The total number of rental units would increase from 61 to 62, reflecting one additional non-income restricted unit. The updated unit mix is shown below:

Bedroom Type	Program	Income	# of Units
1	LIHTC	30%	10
1	LIHTC - PBVs	50%	10
1	Low HOME - PBVs	50%	6
1	High HOME	60%	22
1	N/A	Non-Income Restricted	2
2	LIHTC	60%	7
2	High HOME	60%	2
2	N/A	Non-Income Restricted	3
		<b>Total</b>	<b>62</b>

The Alden Foundation requests this change as part of a broader shift away from live-in staff units across its portfolio. Alden Realty Services, property manager for all properties owned and developed by the Alden Foundation, has found that live-in units for on-site staff have increased costs without meaningfully improving the quality of services or improving staff satisfaction and retention. Additionally, the rapid lease-up of the available units at Addison Horizon, including four non-income restricted units, indicates strong demand for this property. Given these factors, the Alden Foundation believes that the best use of this unit is as a non-income restricted rental unit. The Illinois Housing Development Authority (IHDA) has approved this change and is in the process of updating their Extended Use Agreement for the property to reflect the change.

Thank you for your consideration.

Sincerely,



Emmanuel N. Kinard  
Executive Director, The Alden Foundation

4200 West Peterson Ave. Chicago, Illinois 60646 773-724-6573  
[www.aldenfoundation.org](http://www.aldenfoundation.org)



## HS Resolution

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

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**File #:** HS-R-0008-26

**Agenda Date:** 2/17/2026

**Agenda #:** 14.E.

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MODIFICATION ONE TO COMMUNITY DEVELOPMENT COMMISSION  
AGREEMENT CD25-02 BETWEEN THE COUNTY OF DU PAGE AND  
THE VILLAGE OF ADDISON

WHEREAS, DuPage County has participated in the Housing and Community Development Program since 1975; and

WHEREAS, the Community Development Commission Agreement CD25-02 was adopted by Resolution HS-R-0004-25 on February 11, 2025 as part of the 2025 Action Plan element of the 2025-2029 Consolidated Plan; and

WHEREAS, the Plan provided for a grant to the VILLAGE OF ADDISON (SUBGRANTEE) in the amount of \$600,000 (SIX HUNDRED THOUSAND AND 00/100 DOLLARS) for project CD25-02, for the purpose of water main replacement and resurfacing of Rozanne Drive, Lenore Street, and Marvis Lane in Addison; and

WHEREAS, on December 9, 2025, the County entered into an Agreement with SUBGRANTEE to implement this project (hereinafter, together with any previous modifications thereto, called "Agreement"); and

WHEREAS, Modification One to the Agreement is required to incorporate newly effective requirements under the Illinois Prevailing Wage Act (820 ILCS 130/); and

WHEREAS, said Modification request has been approved by the DuPage County Community Development Commission Executive Committee on February 3, 2026 and the DuPage County Human Services Committee on February 17, 2026.

NOW THEREFORE BE IT RESOLVED by the County Board that said Modification One to Agreement between DuPage County and SUBGRANTEE attached hereto and herein incorporated by reference, is hereby approved; and

BE IT FURTHER RESOLVED, that the Chair of the DuPage County Board is authorized and directed to execute the Modification on behalf of DuPage County and the Clerk is hereby authorized and directed to attest to such execution and affix the official seal thereto; and

BE IT FURTHER RESOLVED, that the Chair of the DuPage County Board is hereby authorized to approve amendments to project CD25-02 so long as such amendments further the completion of said project and are in accordance with regulations applicable to the Community Development Block Grant Program and are in accordance with the policies of DuPage County and the DuPage Community Development Commission; and

BE IT FURTHER RESOLVED that the County Clerk be directed to send copies of this Resolution to Joseph Maranowicz, Village Manager, Village of Addison at 1 Friendship Plaza, Addison, IL 60101, and one copy to the Community Development Commission.

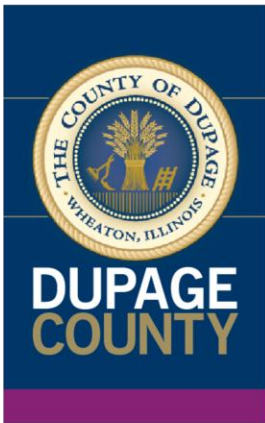
Enacted and approved this 24<sup>th</sup> day of February, 2026 at Wheaton, Illinois.

---

DEBORAH A. CONROY, CHAIR  
DU PAGE COUNTY BOARD

Attest: \_\_\_\_\_

JEAN KACZMAREK, COUNTY CLERK



# COMMUNITY SERVICES

630-407-6500  
Fax: 630-407-6501  
csprograms@dupagecounty.gov  
[www.dupagecounty.gov/community](http://www.dupagecounty.gov/community)

**Community Development**  
630-407-6600  
Fax: 630-407-6601

**Family Center**  
422 N. County Farm Rd.  
Wheaton, IL 60187  
630-407-2450  
Fax: 630-407-2451

**Housing Supports and Self-Sufficiency**  
630-407-6500  
Fax: 630-407-6501

**Intake and Referral**  
630-407-6500  
Fax: 630-407-6501

**Senior Services**  
630-407-6500  
Fax: 630-407-6501

**TO:** Greg Schwarze, Chairman and Committee Members  
Human Services Committee

**FROM:** Mary A. Keating, Director,  
Department of Community Services

**DATE:** February 4, 2026

**SUBJECT:** Community Development Block Grant (CDBG) Agreement CD25-02 Village of Addison – Agreement Modification One

---

**On 02/03/2026, the Community Development Commission Executive Committee approved the following recommendation.**

**Action Requested:** CDC staff recommend approval of Modification One to the Community Development Block Grant (CDBG) Agreement CD25-02 between DuPage County and the Village of Addison to incorporate newly effective Illinois Prevailing Wage Act requirements.

**Details:** The project was adopted by the County Board under Resolution #HS-R-0004-25 on 02/11/2025. The CDBG Agreement was entered into on 12/09/2025 to grant \$600,000 in CDBG funding for water main replacement and resurfacing of Rozanne Drive, Lenore Street, and Marvis Lane in Addison.

Modification One to the Agreement incorporates newly effective requirements under the Illinois Prevailing Wage Act, which state the Act will apply to all federal construction projects administered or controlled by a public body if the prevailing rate of wages is equal to or greater than the prevailing wage determination by the United States Secretary of Labor for the same locality for the same type of construction used to classify the federal construction project.

MODIFICATION ONE TO COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)  
PROGRAM AGREEMENT BETWEEN THE COUNTY OF DUPAGE AND VILLAGE OF  
ADDISON PROJECT NUMBER CD25-02

THIS MODIFICATION ONE TO AGREEMENT is entered into this \_\_\_\_\_ day of February, 2026 by and between the COUNTY OF DU PAGE, Illinois (hereinafter called "COUNTY") and the VILLAGE OF ADDISON, an Illinois Municipal Corporation, with a principal place of business located at, 1 Friendship Plaza, Addison Illinois 60101 (hereinafter called "SUBGRANTEE"). The purpose of this MODIFICATION ONE TO AGREEMENT is to modify an existing agreement between the above parties known as Community Development Commission Agreement CD25-02, which was adopted by Resolution HS-R-0004-25 on February 11, 2025, to grant funding in the amount of \$600,000.00 of which \$600,000.00 is unexpended, for the purpose of REPLACING AGING AND INCREASINGLY FRAGILE 6 AND 8-INCH WATER MAINS ALONG THE STREETS OF ROZANNE DRIVE (BYRON AVE TO WESTWOOD CREEK), LENORE STREET, AND MAVIS LANE (APPROXIMATELY 3,000 LINEAR FEET, OR 0.57 MILES) WITH NEW 6 AND 8-INCH WATER MAINS AND APPURTENANCES all in Addison, IL (hereinafter, together with any previous modifications thereto, called "Agreement").

In consideration of the premises of the Agreement, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereby agree to the following modification of the terms of the Agreement in accordance with Section XII. A. of the Agreement:

1. Section II. D. 3. is hereby added in its entirety, and states the following, "This contract calls for the construction of a "public work," within the meaning of the Illinois Prevailing Wage Act, 820 ILCS 130/.01 et seq. ("the Act"). The Act requires contractors and subcontractors to pay laborers, workers and mechanics performing services on public works projects no less than the current "prevailing rate of wages" (hourly cash wages plus amount for fringe benefits) in the county where the work is performed. The Department publishes the prevailing wage rates on its website at <http://labor.illinois.gov/>. The Department revises the prevailing wage rates, and the contractor/subcontractor has an obligation to check the Department's website for revisions to prevailing wage rates. For information regarding current prevailing wage rates, please refer to the Illinois Department of Labor's website. The call for bids for a contract, project specifications, awarded contract, and all subcontracts must include requirements of the Act. All contractors and subcontractors rendering services under this contract must comply with all requirements of the Act, including but not limited to, all wage requirements and notice and record keeping duties. Illinois Prevailing Wages will apply if the prevailing rate of wages is equal to or greater than the Davis-Bacon Act prevailing wage rate for the same locality for the same type of construction used to classify the federal construction project."

In all other respects, the terms and conditions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Modification on the dates recited below:

VILLAGE OF ADDISON, an Illinois Municipal Corporation

By: \_\_\_\_\_  
Tom Hundley  
Mayor

Date: \_\_\_\_\_

Attest: \_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

COUNTY OF DU PAGE, a body politic in the  
State of Illinois

By: \_\_\_\_\_  
Deborah A. Conroy  
DuPage County Board Chair

Date: \_\_\_\_\_

Attest: \_\_\_\_\_  
Jean Kaczmarek  
DuPage County Clerk



## Action Item

421 N. COUNTY FARM  
ROAD  
WHEATON, IL 60187  
[www.dupagecounty.gov](http://www.dupagecounty.gov)

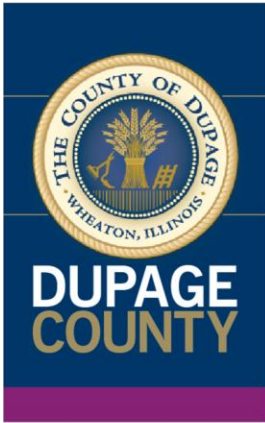
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**File #:** 26-0724

**Agenda Date:** 2/17/2026

**Agenda #:** 7.E.

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# COMMUNITY SERVICES

630-407-6500  
Fax: 630-407-6501  
csprograms@dupagecounty.gov  
[www.dupagecounty.gov/community](http://www.dupagecounty.gov/community)

**Community Development**  
630-407-6600  
Fax: 630-407-6601

**Family Center**  
422 N. County Farm Rd.  
Wheaton, IL 60187  
630-407-2450  
Fax: 630-407-2451

**Housing Supports and Self-Sufficiency**  
630-407-6500  
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**Intake and Referral**  
630-407-6500  
Fax: 630-407-6501

**Senior Services**  
630-407-6500  
Fax: 630-407-6501

**TO:** Greg Schwarze, Chairman and Committee Members  
Human Services Committee

**FROM:** Mary A. Keating, Director,  
Department of Community Services

**DATE:** February 4, 2026

**SUBJECT:** Community Development Block Grant (CDBG) Agreement CD24-04 City of West Chicago – Agreement Modification Two

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**On 02/03/2026, the Community Development Commission Executive Committee approved the following recommendation.**

**Action Requested:** CDC staff recommend approval of Modification Two to the Community Development Block Grant (CDBG) Agreement CD24-04 between DuPage County and the City of West Chicago to extend the time period covered by the Agreement to 04/30/2026.

**Details:** The project was adopted by the County Board under Resolution #HS-R-0005-24 on 02/13/2024. The CDBG Agreement was entered into on 10/01/2024 to grant \$600,000 in CDBG funding for water main replacement and street rehabilitation along Bishop Street and E. Brown Street in West Chicago.

Modification One to the Agreement, extending the time period covered by the Agreement from 10/31/2025 to 01/31/2026, was approved by the Community Services Director, and entered into on 11/03/2025.

Modification Two to the Agreement has been requested by the City of West Chicago due to a delay in the delivery of the project's 14 aluminum light poles and their apparatus, which was expected in December 2025. The modification will extend the time period covered by the Agreement from 01/31/2026 to 04/30/2026, which will provide sufficient time to receive and install the light poles as well as provide necessary project closeout documentation to draw the balance of CDBG funds.

# CITY OF WEST CHICAGO

WHERE HISTORY & PROGRESS MEET

January 16, 2026

Chloe Harrington  
Housing & Community Development Planner  
Community Development Commission  
DuPage County  
421 N. County Farm Rd  
Wheaton, IL 60187

VIA: Email

**RE: Second Contract Extension & IGA Extension Request  
Bishop Street & Brown Street Water Main and Streets Rehabilitation Project  
CDBG Project Number CD24-04**

Dear Ms. Harrington,

The City of West Chicago would like to formally request a second extension of time to allow for the completion of the above-referenced CDBG Project. DuPage County approved and executed Modification One to the project's Agreement on November 3, 2025. Said Modification One extended the project's completion date to January 31, 2026. The reason for the City's second time extension request remains the same, for which the City mainly requested the first time extension, the delay in the delivery, and subsequently the installation, of the project's fourteen (14) aluminum light poles and their apparatus.

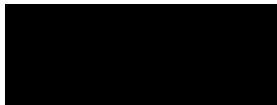
Other than the installation of these lighting apparatuses, all other aspects of the project's construction activities are complete, and the project's construction work has mainly been idle since the middle of September 2025. Had the light poles been delivered on time, the project's work activities would have been completed by the original Agreement completion date of October 1, 2025.

Based on the early coordination made with the light pole's supplier, KSA Lighting and Controls, and the general contractor, C. Szabo Contracting, Inc., the City was under the impression that the streetlights were to be delivered to the project site by the end of December 2025. The City has been in continuous contact with C. Szabo regarding the delivery. However, based on the City's current conversation with them, the light poles are still not ready to be shipped, and a delivery date has not been confirmed as of this writing.

Due to this unforeseen delay of the streetlights delivery, the City would like to request a second extension of time to expend 100% project funds. The City requests that the revised completion date for the above-referenced project be changed from January 31, 2025, to April 30, 2026, as the City does not have any control over the delivery of the light poles.

The City greatly appreciates the opportunity to request a second extension to the existing Agreement with the County. Feel free to reach out to me at [dshah@westchicago.org](mailto:dshah@westchicago.org) or 630-293-255 with any questions or concerns.

Sincerely,



Dave Shah, P.E.  
Assistant Director of Public Works

Enclosure

CC: Mehul Patel, P.E., CFM, Director of Public Works  
Doug Masters, Thomas Engineering Group, LLC  
Tomasz Tretowicz, Thomas Engineering Group, LLC

475 Main Street  
West Chicago, Illinois  
60185

T 630.293.2200  
F 630.293.3028  
[westchicago.org](http://westchicago.org)

Daniel Bovey  
MAYOR  
Tia Messino  
INTERIM CITY ADMINISTRATOR

MODIFICATION TWO TO COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)  
PROGRAM AGREEMENT BETWEEN THE COUNTY OF DUPAGE AND CITY OF WEST  
CHICAGO PROJECT NUMBER CD24-04

THIS MODIFICATION TWO TO AGREEMENT is entered into this \_\_\_\_\_ day of February, 2026 by and between the COUNTY OF DU PAGE, Illinois (hereinafter called “COUNTY”) and the CITY OF WEST CHICAGO, with a principal place of business located at 475 MAIN STREET, WEST CHICAGO, ILLINOIS 60185, (hereinafter called “SUBGRANTEE”). The purpose of this MODIFICATION TWO TO AGREEMENT is to modify an existing agreement between the above parties known as Community Development Commission Agreement CD24-04 which was adopted by Resolution #HS-R-0005-24 on February 13, 2024 to grant funding in the amount of \$600,000.00 of which \$30,000.00 is unexpended, for the purpose replacing the water main along Bishop Street with new ductile iron pipe. The existing 4 and 6-inch diameter water main will be replaced with an 8-inch diameter water main. New copper service water lines will be installed from the new water mains to the residential water valve. Replacement of lead service lines in its entirety from the main to the meter inside the homes as required by the new IEPA regulations. In addition to pavement resurfacing, patching, storm sewer structure replacement/ rehabilitation, sidewalk with ADA compliant handicap ramp installation/replacement, curb installation/ repair, new streetlights and pavement markings and enhancement at Bishop Street from Forest Avenue to Brown Street and Brown Street from Bishop Street to S. Neltor Blvd (IL- Route 59), all in West Chicago, IL. Modification ONE to the Agreement was entered into on November 3, 2025 for the purpose of extending the time period covered by the agreement to January 31, 2026 (hereinafter, together with any previous modifications thereto, called “Agreement”).

In consideration of the premises of the Agreement, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereby agree to the following modification of the terms of the Agreement in accordance with Section XII. A. of the Agreement:

1. The time period covered by the Agreement is hereby extended to April 30, 2026.
2. Section XI. A. Progress Schedule 2. Is hereby modified extending the date to 04/30/2026.
3. Section XI. B. is hereby modified to extend the completion of the project to 04/30/2026.

In all other respects, the terms and conditions of the Agreement shall remain in full force and effect.

It is acknowledged that the Agreement Modification is being requested after the grant expiration date of January 31, 2026, however, there has not been a lapse in grant funding.

IN WITNESS WHEREOF, the parties hereto have executed this Modification on the dates recited below:

City of West Chicago, a municipal corporation in the  
State of Illinois

By: \_\_\_\_\_  
Tia Messino,  
Interim City Administrator

Date: \_\_\_\_\_

Attest: \_\_\_\_\_

COUNTY OF DU PAGE, a body politic in the  
State of Illinois

By: \_\_\_\_\_  
Deborah A. Conroy,  
DuPage County Board Chair

Date: \_\_\_\_\_

Attest: \_\_\_\_\_  
Jean Kaczmarek  
DuPage County Clerk



Care Center Requisition \$30,000 and Over

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

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**File #:** HS-P-0015-26

**Agenda Date:** 2/17/2026

**Agenda #:** 14.F.

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AWARDING RESOLUTION ISSUED TO  
KRONOS, INCORPORATED, A UKG COMPANY  
FOR TIME CLOCKS  
FOR THE DUPAGE CARE CENTER  
(CONTRACT TOTAL NOT TO EXCEED \$52,624.00)

WHEREAS, a sole source quotation has been obtained in accordance with 55 ILCS 5/5-1022 and County Board policy; and

WHEREAS, the County is authorized to enter into a Sole Source Agreement pursuant to Section 2-350 of the DuPage County Procurement Ordinance; and

WHEREAS, based upon supporting documentation provided by the using Department, the Chief Procurement Officer has determined that it is not feasible to secure bids or that there is only one source for the required goods or services, and/or has determined that it is in the best interests of the County to consider only one supplier who has previous expertise relative to the subject procurement; and

WHEREAS, in accordance with the Chief Procurement Officer's determination, the Human Services Committee recommends County Board approval for the issuance of a contract to Kronos, Inc. A UKG Company, for time clocks, for the period of February 25, 2026 through February 24, 2027 , for the DuPage Care Center .

NOW, THEREFORE BE IT RESOLVED, that County Contract, covering said, for time clocks, for the period of February 25, 2026 through February 24, 2027 for the DuPage Care Center, be, and it is hereby approved for issuance of a contract by the Procurement Division to, Kronos, Inc., A UKG Company, 900 Chelmsford Street, Lowell, Massachusetts 01851, for a contract total amount not to exceed \$ 52,624.00. Pursuant to 55 ILCS 5/5-1022 (c) not suitable for competitive bids. (Sole provider sole maintenance/upgrade provider.)

Enacted and approved this 24th day of February, 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**

<i>General Tracking</i>		<i>Contract Terms</i>	
FILE ID#: 26-0584	RFP, BID, QUOTE OR RENEWAL #:	INITIAL TERM WITH RENEWALS: OTHER	INITIAL TERM TOTAL COST: \$52,624.00
COMMITTEE: HUMAN SERVICES	TARGET COMMITTEE DATE: 02/17/2026	PROMPT FOR RENEWAL:	CONTRACT TOTAL COST WITH ALL RENEWALS: \$52,624.00
	CURRENT TERM TOTAL COST: \$52,624.00	MAX LENGTH WITH ALL RENEWALS: ONE YEAR	CURRENT TERM PERIOD: INITIAL TERM
<i>Vendor Information</i>		<i>Department Information</i>	
VENDOR: Kronos Inc., A UKG Company	VENDOR #: 11850	DEPT: Administration	DEPT CONTACT NAME: Shauna Berman
VENDOR CONTACT: Endisma Tep	VENDOR CONTACT PHONE: 978-947-7311	DEPT CONTACT PHONE #: 630-784-4261	DEPT CONTACT EMAIL: shauna.berman@dupagecounty.gov
VENDOR CONTACT EMAIL: endisima.tep@UKG.com	VENDOR WEBSITE:	DEPT REQ #: 7526	
<i>Overview</i>			
DESCRIPTION Identify scope of work, item(s) being purchased, total cost and type of procurement (i.e., lowest bid, RFP, renewal, sole source, etc.). Time Clocks for the DuPage Care Center, for the period February 25, 2026 through February 24, 2027, for a contract total amount of \$52,624.00, per 55 ILCS 5/5-1022 (c) not suitable for competitive bids. (Sole Source - renewal to sole maintenance/upgrade provider)			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished In August, 2025 the DuPage County Board approved a contract for Kronos, UKG Company for Software support services for the Kronos automated time and attendance system and to also include an upgrade to the Kronos Pro Workforce. The current Tele-Time system will no longer be supported causing a need to purchase time clocks that correlate with the upgrade. This will be a seamless transition for the front line staff. This time clock system helps track when employees start and end their work shifts. It records hours worked and breaks to ensure accurate pay, manage schedules, monitor overtime, and maintain compliance with labor laws.			

**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

<b>JUSTIFICATION</b>	Select an item from the following dropdown menu to justify why this is a sole source procurement. SOFTWARE MANUFACTURER AND SOLE MAINTENANCE/UPDATE PROVIDER
<b>NECESSITY AND UNIQUE FEATURES</b>	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. With the InTouch DX time clocks, employees can clock in, check shifts, and swap with coworkers in just seconds. Managers get real-time alerts when something's off, like a missed punch, so they can jump in before it becomes an issue. It's simple, reliable time tracking that keeps payroll accurate, employees supported, and operations on track.
<b>MARKET TESTING</b>	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.  yes, is currently being tested
<b>AVAILABILITY</b>	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: Kronos Inc., A UKG Company	Vendor#: 11850	Dept: DuPage Care Center	Division: Administration
Attn: Endisima Tep	Email: endisima.tep@ukg.com	Attn: Shauna Berman	Email: shauna.berman@dupagecounty.gov
Address: 900 Chelmsford Street	City: Lowell	Address: 400 N. County Farm Road	City: Wheaton
State: MA	Zip: 01851	State: IL	Zip: 60187
Phone: 978-947-7311	Fax:	Phone: 630-784-4261	Fax:
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Kronos Inc., A UKG Company	Vendor#: 11850	Dept: DuPage Care Center	Division: Administration
Attn:	Email:	Attn: Shauna Berman	Email: shauna.berman@dupagecounty.gov
Address: 900 Chelmsford Street	City: Lowell	Address: 400 N. County Farm Road	City: Wheaton
State: MA	Zip: 11850	State: IL	Zip: 60187
Phone: 978-947-7311	Fax:	Phone: 630-784-4261	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): February 25, 2026	Contract End Date (PO25): February 24, 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	16	EA		Time clocks for the DuPage Care Center	FY26	1200	2040	54010		3,289.00	52,624.00
<b><i>FY is required, ensure the correct FY is selected.</i></b>										Requisition Total	\$ 52,624.00

<i>Comments</i>	
HEADER COMMENTS	Provide comments for P020 and P025. Time Clocks for the DuPage Care Center, for the period(Sole Source - renewal to sole maintenance/upgrade provider)
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO. 02/17/26 HS Committee 02/24/26 County Board Meeting
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.

**UKG Inc.**  
900 Chelmsford Street  
Lowell, MA 01851  
T: 978-250-9800  
ukg.com



February 02, 2026

DuPage Care Center  
400 N. County Farm Rd.  
Wheaton, IL 60187

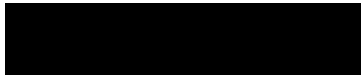
To Whom it May Concern:

This letter is to confirm that UKG Pro Workforce Management and its associated hardware timekeeping terminals are owned by UKG (and its affiliates) and are comprised of intellectual property rights owned exclusively by UKG and its affiliates.

UKG only authorizes its affiliates and certain authorized resellers to offer these UKG products and services. UKG authorized affiliates to such products are UKG Inc. and UKG Kronos Systems, LLC.

UKG's goal is to handle questions regarding the sole sourcing of UKG products in a consistent manner, which is why we utilize this letter format. If you have any questions relating to anything in this letter, please feel free to contact me anytime.

Sincerely,



Linda Misegadis  
Director, Public Sector Business Consulting  
900 Chelmsford Street  
Lowell, MA 01851  
linda.misegadis@ukg.com



HR, Pay, & Workforce Management

**ORDER FORM**

Quote#: Q-396971  
Expires: 27 Feb, 2026  
Sales Executive: Brandon Bazzill  
Effective Date: Effective as of the date of last signature of this Order

Order Type: Quote  
Date: 10 Feb, 2026

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Customer Legal Name:  
DUPAGE CARE CENTER

Ship To: DUPAGE CARE CENTER  
400 N COUNTY FARM RD  
WHEATON, IL 60187 USA

Customer Legal Address:  
400 N COUNTY FARM RD, WHEATON, IL 60187 USA

Bill To: DUPAGE CARE CENTER  
400 N COUNTY FARM RD  
WHEATON, IL 60187 USA

Bill To Contact:

Ship To Contact: Anita Rajagopal

Ship to Phone: 630-784-4200  
Ship to Mobile:  
Contact:  
Email:

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Currency: USD  
Customer PO Number:  
Solution ID: 6011264  
Initial Term: 12 months from Billing  
Start Date  
Uplift Percent: 4 %

Shipping Terms: Shipping Point  
Ship Method: FedEx Ground  
Freight Term: Prepay & Add  
Renewal Term: 12 months  
Payment Terms: Net 60 Days

Billing Start Date: Upon Signature of Order Form

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Unless otherwise noted, Equipment Support Services have been declined.

**Equipment Purchase**

Billing Frequency: Invoiced Upon signature of the Order form

Item	Quantity	Unit Price	Total Price
UKG INTOUCH DX G2,HID PROX	16	USD 3,289.00	USD 52,624.00
<b>Total Price</b>			<b>USD 52,624.00</b>

**Accessories**

Billing Frequency: Invoiced Upon the Signature of the order form

Item	Quantity	Unit Price	Total Price
NORTH AMERICA POWER ADAPTER FOR EXTERNAL OUTLET, INTOUCH DX/DX G2	16	USD 0.00	USD 0.00
<b>Total Price</b>			<b>USD 0.00</b>

**Quote Summary**

Item	Total Price
Total Equipment Purchase and Accessories Fee	USD 52,624.00

**Order Notes:**

Equipment sold or rented to Customer under this Order, and any related Equipment Support Services, shall be further subject to and governed by the terms and conditions set forth in the Equipment Terms located at:  
<https://www.ukg.com/global-equipment-terms>

IN WITNESS WHEREOF, the parties have caused this Order to be executed by their authorized representatives and shall be effective as of the date of the last signature below.

<b>DUPAGE CARE CENTER</b>		<b>UKG Kronos Systems LLC</b>	
Signature:	_____	Signature:	_____
Name:	_____	Name:	_____
Title:	_____	Title:	_____
Date:	_____	Date:	_____
<p>The monthly price on this Order has been rounded to two decimal places for display purposes. As many as eight decimal places may be present in the actual price. Due to the rounding calculations, the actual price may not display as expected when displayed on your Order. Nonetheless, the actual price on your invoice is the true and binding total for this Order for purposes of amounts owed for the term. If you are tax exempt, please email a copy of your "Tax Exempt Certificate" to <a href="mailto:TaxExemption@ukg.com">TaxExemption@ukg.com</a> along with the quote number otherwise this order is subject to applicable taxes. The actual tax amount to be paid by Customer will be shown on Customer's invoice.</p>			

UKG is aligning our product brand and announcing that the UKG Dimensions® and UKG Pro® solutions will be one product suite under the name UKG Pro. Click here to learn more and view examples of current to future names

<https://www.ukg.com/one-suite#WhatproductnamesarechangingunderUKGDimensions>



## REQUIRED VENDOR ETHICS DISCLOSURE STATEMENT

### Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	
COMPANY NAME:	UKG Kronos Systems LLC
CONTACT PERSON:	Brandon Bazzill
CONTACT EMAIL:	Brandon.Bazzill@UKG.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/](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](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: Julia Dunn

Signature:  \_\_\_\_\_

Title: Sr. Director, Sales Operations

Date: 2/2/2026



Care Center Requisition \$30,000 and Over

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

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**File #:** HS-P-0016-26

**Agenda Date:** 2/17/2026

**Agenda #:** 14.G.

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AWARDING RESOLUTION ISSUED TO  
ADVACARE SYSTEMS  
FOR RENTAL OF MEDICAL EQUIPMENT - BEDS AND MATTRESSES  
FOR THE DUPAGE CARE CENTER  
(CONTRACT TOTAL AMOUNT \$67,000.00)

WHEREAS, bids have been taken and processed in accordance with County Board policy; and

WHEREAS, the Human Services recommends County Board approval for the issuance of a contract to Advacare Systems, for rental of medical equipment - beds and mattresses, for the period of March 1, 2026 through February 28, 2027, for the DuPage Care Center.

NOW, THEREFORE BE IT RESOLVED, that said contract is for rental of medical equipment - beds and mattresses, for the period of March 1, 2026 through February 28, 2027, for the DuPage Care Center, be, and it is hereby approved for issuance of a contract by the Procurement Division to Advacare Systems, 2939 N. Pulaski, Chicago, Illinois 60641, for a contract total amount not to exceed \$67,000.00, per lowest responsible bid #25-002-DCC, first of three one-year optional renewals..

Enacted and approved this 24th day of February, 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**

<i>General Tracking</i>		<i>Contract Terms</i>	
FILE ID#: 26-0404	RFP, BID, QUOTE OR RENEWAL #: 25-002-DCC	INITIAL TERM WITH RENEWALS: 1 YR + 3 X 1 YR TERM PERIODS	INITIAL TERM TOTAL COST: \$80,000.00
COMMITTEE: HUMAN SERVICES	TARGET COMMITTEE DATE: 02/17/2026	PROMPT FOR RENEWAL: 3 MONTHS	CONTRACT TOTAL COST WITH ALL RENEWALS: \$281,000.00
	CURRENT TERM TOTAL COST: \$67,000.00	MAX LENGTH WITH ALL RENEWALS: FOUR YEARS	CURRENT TERM PERIOD: FIRST RENEWAL
<i>Vendor Information</i>		<i>Department Information</i>	
VENDOR: Advacare Systems	VENDOR #: 11694	DEPT: DuPage Care Center	DEPT CONTACT NAME: Annabel Leonida
VENDOR CONTACT: Robert LoCascio	VENDOR CONTACT PHONE: 847-322-1964	DEPT CONTACT PHONE #: 630-784-4250	DEPT CONTACT EMAIL: Annabel.Leonida@dupagecounty.gov
VENDOR CONTACT EMAIL: rlocascio@advacaresystems.com	VENDOR WEBSITE:	DEPT REQ #: 7560	
<i>Overview</i>			
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 Purchase Order for rental of medical equipment - beds and mattresses, for the DuPage Care Center, for the period March 1, 2026 through February 28, 2027, for a contract total amount not to exceed \$67,000.00, under bid renewal #25-002-DCC, first of three one-year optional renewals.			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished this rental equipment are devices that are prescribed treatments necessary for residents to maintain a good quality of care.			

**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

<b>JUSTIFICATION</b>	Select an item from the following dropdown menu to justify why this is a sole source procurement.
<b>NECESSITY AND UNIQUE FEATURES</b>	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.
<b>MARKET TESTING</b>	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.
<b>AVAILABILITY</b>	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: Advacare Systems	Vendor#: 11694	Dept: DuPage Care Center	Division: Nursing
Attn: Robert LoCascio	Email: rlocascio@advacaresystems.com	Attn: Connie Pureza	Email: Connie.Pureza@dupagecounty.gov
Address: 2939 N. Pulaski	City: Chicago	Address: 400 N. County Farm Road	City: Wheaton
State: IL	Zip: 60641	State: IL	Zip: 60187
Phone: 847-322-1964	Fax:	Phone: 630-784-4254	Fax:
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Advacare Systems	Vendor#: 11694	Dept: DuPage Care Center	Division: Nursing
Attn:	Email:	Attn:	Email:
Address: 2939 N. Pulaski	City: Chicago	Address: 400 N. County Farm Road	City: Wheaton
State: IL	Zip: 60641	State: IL	Zip: 60187
Phone:	Fax:	Phone: 630-784-4250	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): March 1, 2026	Contract End Date (PO25): February 28, 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	EA		Rental of medical equipment - beds/mattresses	FY26	1200	2050	53410		50,250.00	50,250.00
2	1	EA		Rental of medical equipment - beds/mattresses	FY27	1200	2050	53410		16,750.00	16,750.00
<b><i>FY is required, ensure the correct FY is selected.</i></b>										Requisition Total	\$ 67,000.00

<i>Comments</i>	
HEADER COMMENTS	Provide comments for P020 and P025. Recommendation for the approval of a contract Purchase Order for rental of medical equipment - beds and mattresses, for the DuPage Care Center, for the period March 1, 2026 through February 28, 2027, for a contract total amount not to exceed \$67,000.00, under bid renewal #25-002-DCC, first of three one-year optional renewals.
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO. February 17, 2026 Human Services Committee      February 24, 2026 County Board
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 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 Unlimited Advacare Inc. dba Advacare Systems located at 2939 North Pulaski Road, Chicago, IL 60141, hereinafter called the "CONTRACTOR", witnesseth;

The COUNTY and the CONTRACTOR have previously entered into a Contract, pursuant to Bid #25-002-DCC which became effective on 3/1/2025 and which will expire 2/28/2026. The contract is subject to the first of three options to renew for a twelve (12) month period.

The contract renewal shall be effective on the date of last signature and shall terminate on 2/28/2027.

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**

**CONTRACTOR**

SIGNATURE

Sara Rogers

PRINTED NAME

Buyer I

PRINTED TITLE

DATE

SIGNATURE

Robert Lo Cascio

PRINTED NAME

Vice President

PRINTED TITLE

01/23/26

DATE



THE COUNTY OF DUPAGE  
 FINANCE - PROCUREMENT  
 RENTAL OF MEDICAL EQUIPMENT 26-002-DCC  
 BID TABULATION

NO.	ITEM	UOM	QTY	AdvaCare Systems		Integra Healthcare Equipment		Custom Medical Solutions		Ajo Inc.	
				DAILY RENTAL PRICE	EXTENDED DAILY PRICE	DAILY RENTAL PRICE	EXTENDED DAILY PRICE	DAILY RENTAL PRICE	EXTENDED DAILY PRICE	DAILY RENTAL PRICE	EXTENDED DAILY PRICE
1	Low Air Loss and Alternating Pressure Therapy Mattress - 36" x 80", 400 lb. weight capacity, safety side bolsters, built-in integrated heel slope, with or without pump	EA	15	\$ 3.50	\$ 52.50	\$ 4.00	\$ 60.00	\$ 12.00	\$ 180.00	\$ 6.26	\$ 93.90
2	Low Air Loss and Alternating Pressure Therapy Mattress - 36" x 80", 500 lb. weight capacity, built-in side bolsters, Fowler boost	EA	30	\$ 5.00	\$ 150.00	\$ 4.00	\$ 120.00	\$ 25.00	\$ 750.00	\$ 21.43	\$ 642.90
3	Low Air Loss and Alternating Pressure Therapy Mattress - 42" x 80", 600 lb. weight capacity, Pulsation Therapy	EA	18	\$ 6.00	\$ 108.00	\$ 6.00	\$ 108.00	\$ 25.00	\$ 450.00	\$ 21.44	\$ 385.92
4	Low Air Loss and Alternating Pressure Therapy Mattress - 48" x 80", 1000 lb. weight capacity	EA	18	\$ 7.00	\$ 126.00	\$ 8.00	\$ 144.00	\$ 25.00	\$ 450.00	\$ 21.44	\$ 385.92
5	Bariatric Low Bed Frame - Expands from 36" - 48" wide and 80" long, 800 lb. weight capacity, 9-inch low position	EA	10	\$ 8.00	\$ 80.00	\$ 10.00	\$ 100.00	\$ 55.00	\$ 550.00	\$ 39.50	\$ 395.00
6	Standard Floor Bed - 36" x 80", expands from 80" - 84" long, 330 lb. weight capacity	EA	15	\$ 10.00	\$ 150.00	\$ 10.00	\$ 150.00	\$ 18.00	\$ 270.00	\$ 20.52	\$ 307.80
7	Foam Mattress - 36" x 80"	EA	15	\$ 2.00	\$ 30.00	\$ 2.00	\$ 30.00	\$ 8.00	\$ 120.00	\$ 5.53	\$ 82.95
8	Safety Bolster Overlay - 36"	EA	30	\$ 1.00	\$ 30.00	\$ 1.00	\$ 30.00	\$ 5.00	\$ 150.00		
9	Safety Bolster Overlay - 42"	EA	10	\$ 1.50	\$ 15.00	\$ 1.50	\$ 15.00	\$ 6.00	\$ 60.00		
10	Safety Bolster Overlay - 48"	EA	10	\$ 2.00	\$ 20.00	\$ 2.00	\$ 20.00	\$ 7.00	\$ 70.00		
11	Floor Bed High Safety Mat - 9'	EA	20	\$ 2.00	\$ 40.00	\$ 2.00	\$ 40.00	\$ 5.00	\$ 100.00		
12	Floor Bed Assist Rails	EA	15	\$ 1.00	\$ 15.00	\$ 1.00	\$ 15.00	\$ 5.00	\$ 75.00		
<b>GRAND TOTAL</b>					\$ 816.50		\$ 832.00		\$ 3,225.00		\$ 2,294.39

NOTES

Bid Opening 1/27/2025 @ 2:30 PM	BR, HK
Invitations Sent	78
Total Vendors Requesting Documents	2
Total Bid Responses	4

## BID PRICING FORM

### Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	25-002-DCC
COMPANY NAME:	ADVACARE Systems
CONTACT PERSON:	Robert Lo Cascio
CONTACT EMAIL:	rlcascio@advacareSystems.com

### Section II: Pricing

Quantities listed are estimates only and are provided for canvassing purposes. All goods are to be shipped F.O.B Destination, delivered and installed. Contractor shall have a truck with a lift gate, as no loading dock is available for deliveries.

NO	ITEM	BRAND NAME	UOM	QTY	DAILY RENTAL PRICE	EXTENDED DAILY PRICE
1	Low Air Loss and Alternating Pressure Therapy Mattress - 36" x 80", 400 lb. weight capacity, safety side bolsters, built-in integrated heel slope, with or without pump	meridian Air	EA	15	\$ 3 <sup>50</sup>	\$ 52.50
2	Low Air Loss and Alternating Pressure Therapy Mattress - 36" x 80", 500 lb. weight capacity, built-in side bolsters, fowler boost	PRIUS Rhythm 36"	EA	30	\$ 5 <sup>00</sup>	\$ 150. <sup>00</sup>
3	Low Air Loss and Alternating Pressure Therapy Mattress - 42" x 80", 600 lb. weight capacity, Pulsation Therapy	Prius Rhythm 42"	EA	18	\$ 6 <sup>00</sup>	\$ 108. <sup>00</sup>
4	Low Air Loss and Alternating Pressure Therapy Mattress - 48" x 80", 1000 lb. weight capacity	Prius Rhythm 48"	EA	18	\$ 7 <sup>00</sup>	\$ 126. <sup>00</sup>
5	Bariatric Low Bed Frame - Expands from 36" - 48" wide and 80" long, 800 lb. weight capacity, 9-inch low position	unity	EA	10	\$ 8 <sup>00</sup>	\$ 80. <sup>00</sup>
6	Standard Floor Bed - 36" x 80", expands from 80" - 84" long, 330 lb. weight capacity	ACCORA	EA	15	\$ 10.00	\$ 150. <sup>00</sup>
7	Foam Mattress - 36" x 80"	GRI-Alleset	EA	15	\$ 2 <sup>00</sup>	\$ 30. <sup>00</sup>

NO	ITEM	BRAND NAME	UOM	QTY	DAILY RENTAL PRICE	EXTENDED DAILY PRICE
8	Safety Bolster Overlay - 36"	Gri - Alleset	EA	30	\$ 1.00	\$ 30.00
9	Safety Bolster Overlay - 42"	Gri - Alleset	EA	10	\$ 1.50	\$ 15.00
10	Safety Bolster Overlay - 48"	Gri - Alleset	EA	10	\$ 2.00	\$ 20.00
11	Floor Bed High Safety Mat - 9"	ACCORA	EA	20	\$ 2.00	\$ 40.00
12	Floor Bed Assist Rails	ACCORA	EA	15	\$ 1.00	\$ 15.00
GRAND TOTAL						\$ 816.50
<b>GRAND TOTAL</b> (In words) <u>Eight Hundred Sixteen Dollars and Fifty Cents</u>						

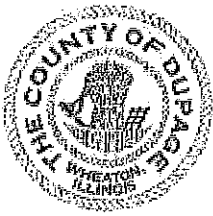
**Section III: Certification**

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

Signature on File

Printed Name: ROBERT LOCASCIO Signature: \_\_\_\_\_

Title: Vice President Date: 01-22-25



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

## MANDATORY FORM

### Section I: Contact Information

Complete the contact information below.

BID NUMBER:	25-002-DCC
COMPANY NAME:	ADVACARE Systems
MAIN ADDRESS:	2939 N. Pulaski RD
CITY, STATE, ZIP CODE:	Chicago IL 60641
TELEPHONE NO.:	847-322-1964
BID CONTACT PERSON:	ROBERT LOCASCIO
CONTACT EMAIL:	RLOCASCIO@ADVACARESYSTEMS.COM

### Section II: Contract Administration Information

Complete the contract administration information below.

CORRESPONDENCE TO CONTRACTOR:		REMIT TO CONTRACTOR:	
NAME:	ADVACARE Systems	NAME:	ADVACARE Systems
CONTACT:	ROBERT LOCASCIO	CONTACT:	ERIC SCHWAGER
ADDRESS:	2939 N Pulaski	ADDRESS:	2939 N Pulaski
CITY, ST., ZIP:	Chicago IL 60641	CITY, ST., ZIP:	Chicago IL 60641
PHONE NO.:	847-322-1964	PHONE NO.:	773-304-1035
EMAIL:	RLOCASCIO@ADVACARE SYSTEMS.COM	EMAIL:	ESCHWAGER@ADVACARE SYSTEMS.COM

**Section III: Certification**

The undersigned certifies that they are:

- The Owner or 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:  
Signature on File

\_\_\_\_\_ (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 and at the price therein prescribed.

Further, the undersigned certifies and warrants that they are 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 Chapter 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 they have examined and carefully prepared this bid and have 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 it 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 it will take in full payment therefore the sums set forth in the bidding schedule (subject to unit quantity adjustments based upon actual usage).

By signing below, the Bidder agrees to the terms of this Mandatory Form and certifies that the information on this form is true and correct to the best of its knowledge.  
Signature on File

Printed Name: Robert LoCasio

Signature: \_\_\_\_\_

Title: Vice President

Date: 01-22-25



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:	25-002-DCC
COMPANY NAME:	ADVACARE Systems
CONTACT PERSON:	Robert LoCasio
CONTACT EMAIL:	rlocasio@advacaresystems.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 Lo Cascio

Signature: 

Title: Vice President

Date: 01/23/26



## Budget Transfer

421 N. COUNTY FARM  
ROAD  
WHEATON, IL 60187  
[www.dupagecounty.gov](http://www.dupagecounty.gov)

---

**File #:** 26-0725

**Agenda Date:** 2/17/2026

**Agenda #:** 9.A.

---

**FY26**  
 DuPage County, Illinois  
 BUDGET ADJUSTMENT  
 Effective January 1, 2025

From: 1200  
 Company #

MAINTENANCE & CAPITAL  
 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	
2040	52000		FURN/MACH/EQUIP SMALL VALUE	\$ 4,500.00	10,000.00	5,500.00	1/30/26
Total				\$ 4,500.00			

To: 1200  
 Company #

MAINTENANCE & CAPITAL  
 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	
2040	54110		EQUIPMENT AND MACHINERY	\$ 4,500.00	0	4,500.00	1/30/26
Total				\$ 4,500.00			

Reason for Request:

Move monies for 3 security duress buttons for the Administration Hallway at the DuPage Care Center (FY26)

Signature on File

Department Head Signature on File

Chief Financial Officer

Activity \_\_\_\_\_  
 (optional)

1/29/26  
 Date  
2/3/26  
 Date

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

Finance Department Use Only

Fiscal Year 26 Budget Journal # \_\_\_\_\_ Acctg Period \_\_\_\_\_

Entered By/Date \_\_\_\_\_ Released & Posted By/Date \_\_\_\_\_

HS - 2/17/26  
 FIN/CB - 2/24/26



## Budget Transfer

421 N. COUNTY FARM  
ROAD  
WHEATON, IL 60187  
[www.dupagecounty.gov](http://www.dupagecounty.gov)

---

**File #:** 26-0726

**Agenda Date:** 2/17/2026

**Agenda #:** 9.B.

---

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

From: 1400  
 Company #

NEUTRAL SITE CUSTODY EXCHANGE  
 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	
5920	50010		OVERTIME	\$ 112.00	600.00	488.00	2/3/26
Total				\$ 112.00			

To: 1400  
 Company #

NEUTRAL SITE CUSTODY EXCHANGE  
 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	
5920	50040		PART TIME HELP	\$ 112.00	(111.16)	0.84	2/3/26
Total				\$ 112.00			

Reason for Request:

Amount transferred covers the remaining negative account value for part time help for FY2025.

Signature on File

Department Head Signature on File

Chief Financial Officer

Date 2/2/26  
 Date 2/3/26

Activity \_\_\_\_\_  
 (optional)

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

Finance Department Use Only

Fiscal Year 25 Budget Journal # \_\_\_\_\_ Acctg Period \_\_\_\_\_

Entered By/Date \_\_\_\_\_ Released & Posted By/Date \_\_\_\_\_

HS - 2/17/26  
 FIN/CB - 2/24/26



## Consent Item

421 N. COUNTY FARM  
ROAD  
WHEATON, IL 60187  
[www.dupagecounty.gov](http://www.dupagecounty.gov)

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**File #:** 26-0727

**Agenda Date:** 2/17/2026

**Agenda #:** 10.A.

---

Consent  
 HS 2/17  
 CB 2/24



# Request for Change Order

## Procurement Services Division

Attach copies of all prior Change Orders

Date: Jan 8, 2026

MinuteTraq (IQM2) ID #: 26-0344

<b>Purchase Order #:</b> 7352-0001 SERV	<b>Original Purchase Order Date:</b> Jan 1, 2025	<b>Change Order #:</b> 3	<b>Department:</b> DuPage Care Center
<b>Vendor Name:</b> Professional Medical & Supply		<b>Vendor #:</b> 11409	<b>Dept Contact:</b> Clinical Support
<b>Background and/or Reason for Change Order Request:</b>	to provide examination gloves, to the DuPage Care Center, for the period 01/01/25 through 12/31/25		
	#1 Decrease and close line #1, 1200-2075-52320 in the amount of \$39,763.15		
	#2 Decrease and close line #2, 1200-2075-52320 in the amount of \$8,000.00 - CONTRACT HAS EXPIRED		
<b>IN ACCORDANCE WITH 720 ILCS 5/33E-9</b>			

- (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	\$95,000.00
B	Net \$ change for previous Change Orders	
C	Current contract amount (A + B)	\$95,000.00
D	Amount of this Change Order <input type="checkbox"/> Increase <input checked="" type="checkbox"/> Decrease	(\$47,763.15)
E	New contract amount (C + D)	\$47,236.85
F	Percent of current contract value this Change Order represents (D / C)	-50.28%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	-50.28%

**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 ≥ \$2,500.00, or ≥ 10%, of current contract amount  Funding Source \_\_\_\_\_
- OTHER - explain below:

CDK _____	4208 _____	Jan 8, 2026 _____	CDK _____	4208 _____	Jan 8, 2026 _____
Prepared By (Initials)	Phone Ext	Date	Recommended for Approval (Initials)	Phone Ext	Date
<b>REVIEWED BY (Initials Only)</b>					
Buyer _____	Date _____	Procurement Officer _____	Date _____		
Chief Financial Officer _____ (Decision Memos Over \$25,000)	Date _____	Chairman's Office _____ (Decision Memos Over \$25,000)	Date _____		



## Consent Item

421 N. COUNTY FARM  
ROAD  
WHEATON, IL 60187  
[www.dupagecounty.gov](http://www.dupagecounty.gov)

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**File #:** 26-0728

**Agenda Date:** 2/17/2026

**Agenda #:** 10.B.

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Consent

# REQUEST FOR CHANGE ORDER FORM

Procurement Services Division  
Revised 10-01-2025

Date: Jan 14, 2026

File ID #: \_\_\_\_\_

<b>Purchase Order #:</b> 6788	<b>Original Purchase Order Date:</b> 10/30/2023	<b>Change Order #:</b> 2	<b>Department:</b> Community Services Weatherization
<b>Vendor Name:</b> Arcos Environmental Services		<b>Vendor #:</b> 12953	<b>Dept. Contact:</b> Gina Strafford- Ahmed
<b>Action Requested and Reason for Change</b> To close the contract as it expired on 11/30/2024			
<b>Order Request:</b>			

**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		\$265,567.00
B	Net \$ Change for Previous Change Order		
C	Current Contract Amount (A + B)		\$265,567.00
D	Amount of this Change Order	<input type="checkbox"/> Increase <input checked="" type="checkbox"/> Decrease	(\$181,946.27)
E	New Contract Amount (C + D)		\$83,620.73
F	Cumulative Change Order Amount (B + D)		(\$181,946.27)
G	Cumulative Percent of all Change Orders (B+D/A); (60% maximum on construction contracts)		-68.51%

**DECISION MEMO NOT REQUIRED - Check Applicable Box(es)**

- Cancel Entire Order
- Close Contract
- Contract Extension (≤59 Days)
- Update Budget Code
- Change Budget Code From: \_\_\_\_\_ to: \_\_\_\_\_
- Increase/Decrease Quantity From: \_\_\_\_\_ to: \_\_\_\_\_
- Price Shows: \_\_\_\_\_ should be: \_\_\_\_\_
- Move Funds Between Lines
- Decrease Remaining Encumbrance and Close Contract
- Increase Encumbrance and Close Contract
- Decrease Encumbrance
- Increase Encumbrance

**DECISION MEMO REQUIRED - Check Applicable Box(es) and Fill In All Answers Below**

- Contract Extension Greater Than 59 Days From \_\_\_\_\_ to: \_\_\_\_\_
- Cancel Contract
- Cumulative Increase Greater Than \$10,000 (Row 'F' Above)
- Other - Explain In Summary Explanation Box Below

**Summary Explanation** - Provide a summary of the action. Explain why it is necessary and what is to be accomplished.

**Original Source Selection/Vetting Information** - Describe method used to select source; for instance, bid, RFP, sole source, etc.

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

**Fiscal Impact/Cost Summary** - Include projected cost for each fiscal year, approved budget amount and account number

**APPROVALS - Initials Only**

RJ  
Prepared By \_\_\_\_\_  
6183 Phone Ext. \_\_\_\_\_  
Jan 14, 2026 Date \_\_\_\_\_

Gl  
Recommended for Approval \_\_\_\_\_  
6182 Phone Ext. \_\_\_\_\_  
2/3/26 Date \_\_\_\_\_

S  
Reviewed by Procurement Officer \_\_\_\_\_  
2/6/2026 Date \_\_\_\_\_

Completed by Buyer \_\_\_\_\_  
Date \_\_\_\_\_



## Consent Item

421 N. COUNTY FARM  
ROAD  
WHEATON, IL 60187  
[www.dupagecounty.gov](http://www.dupagecounty.gov)

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**File #:** 26-0729

**Agenda Date:** 2/17/2026

**Agenda #:** 10.C.

---

Consent

# REQUEST FOR CHANGE ORDER FORM

Procurement Services Division  
Revised 10-01-2025

Date: Jan 14, 2026

File ID #: \_\_\_\_\_

<b>Purchase Order #:</b> 6687	<b>Original Purchase Order Date:</b> 10/29/2023	<b>Change Order #:</b> 1	<b>Department:</b> Community Services Weatherization
<b>Vendor Name:</b> Chicago United Industries, Ltd.		<b>Vendor #:</b> 32599	<b>Dept. Contact:</b> Gina Strafford-Ahmed
<b>Action Requested and Reason for Change</b> To close the contract as it expired on 10/28/2024			
<b>Order Request:</b>			

### 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		\$67,367.00
B	Net \$ Change for Previous Change Order		
C	Current Contract Amount (A + B)		\$67,367.00
D	Amount of this Change Order	<input type="checkbox"/> Increase <input checked="" type="checkbox"/> Decrease	(\$65,786.00)
E	New Contract Amount (C + D)		\$1,581.00
F	Cumulative Change Order Amount (B + D)		(\$65,786.00)
G	Cumulative Percent of all Change Orders (B+D/A); (60% maximum on construction contracts)		-97.65%

### DECISION MEMO NOT REQUIRED - Check Applicable Box(es)

- Cancel Entire Order
- Close Contract
- Contract Extension (≤59 Days)
- Update Budget Code
- Change Budget Code From: \_\_\_\_\_ to: \_\_\_\_\_
- Increase/Decrease Quantity From: \_\_\_\_\_ to: \_\_\_\_\_
- Price Shows: \_\_\_\_\_ should be: \_\_\_\_\_
- Move Funds Between Lines
- Decrease Remaining Encumbrance and Close Contract
- Increase Encumbrance and Close Contract
- Decrease Encumbrance
- Increase Encumbrance

### DECISION MEMO REQUIRED - Check Applicable Box(es) and Fill In All Answers Below

- Contract Extension Greater Than 59 Days From \_\_\_\_\_ to: \_\_\_\_\_
- Cancel Contract
- Cumulative Increase Greater Than \$10,000 (Row 'F' Above)
- Other - Explain In Summary Explanation Box Below

**Summary Explanation** - Provide a summary of the action. Explain why it is necessary and what is to be accomplished.

---

**Original Source Selection/Vetting Information** - Describe method used to select source; for instance, bid, RFP, sole source, etc.

---

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

**Fiscal Impact/Cost Summary** - Include projected cost for each fiscal year, approved budget amount and account number

**APPROVALS - Initials Only**

RJ	6183	Jan 14, 2026	<u>Ch</u>	6182	2/3/26
Prepared By	Phone Ext.	Date	Recommended for Approval	Phone Ext.	Date
<u>S</u>	2-6-2026				
Reviewed by Procurement Officer	Date		Completed by Buyer		Date



## Consent Item

421 N. COUNTY FARM  
ROAD  
WHEATON, IL 60187  
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**File #:** 26-0730

**Agenda Date:** 2/17/2026

**Agenda #:** 10.D.

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Consent

# REQUEST FOR CHANGE ORDER FORM

Procurement Services Division

Date: Jan 14, 2026

Revised 10-01-2025

File ID #: \_\_\_\_\_

<b>Purchase Order #:</b> 7346	<b>Original Purchase Order Date:</b> 10/29/2024	<b>Change Order #:</b> 2	<b>Department:</b> Community Services Weatherization
<b>Vendor Name:</b> Chicago United Industries, Ltd		<b>Vendor #:</b> 32599	<b>Dept. Contact:</b> Gina Strafford-Ahmed
<b>Action Requested and Reason for Change Order Request:</b> To close the contract as it expired on 6/30/2025			

### 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		\$67,367.00
B	Net \$ Change for Previous Change Order		
C	Current Contract Amount (A + B)		\$67,367.00
D	Amount of this Change Order	<input type="checkbox"/> Increase <input checked="" type="checkbox"/> Decrease	(\$64,488.00)
E	New Contract Amount (C + D)		\$2,879.00
F	Cumulative Change Order Amount (B + D)		(\$64,488.00)
G	Cumulative Percent of all Change Orders (B+D/A); (60% maximum on construction contracts)		-95.73%

### DECISION MEMO NOT REQUIRED - Check Applicable Box(es)

- Cancel Entire Order
- Close Contract
- Contract Extension (≤59 Days)
- Update Budget Code
- Change Budget Code From: \_\_\_\_\_ to: \_\_\_\_\_
- Increase/Decrease Quantity From: \_\_\_\_\_ to: \_\_\_\_\_
- Price Shows: \_\_\_\_\_ should be: \_\_\_\_\_
- Move Funds Between Lines
- Decrease Remaining Encumbrance and Close Contract
- Increase Encumbrance and Close Contract
- Decrease Encumbrance
- Increase Encumbrance

### DECISION MEMO REQUIRED - Check Applicable Box(es) and Fill In All Answers Below

- Contract Extension Greater Than 59 Days From \_\_\_\_\_ to: \_\_\_\_\_
- Cancel Contract
- Cumulative Increase Greater Than \$10,000 (Row 'F' Above)
- Other - Explain In Summary Explanation Box Below

**Summary Explanation** - Provide a summary of the action. Explain why it is necessary and what is to be accomplished.

---

**Original Source Selection/Vetting Information** - Describe method used to select source; for instance, bid, RFP, sole source, etc.

---

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

**Fiscal Impact/Cost Summary** - Include projected cost for each fiscal year, approved budget amount and account number

**APPROVALS - Initials Only**

RJ	6183	Jan 14, 2026	<u>Ch</u>	6182	2/3/26
Prepared By	Phone Ext.	Date	Recommended for Approval	Phone Ext.	Date
<u>8</u>	2/6/2026				
Reviewed by Procurement Officer	Date		Completed by Buyer		Date



## Consent Item

421 N. COUNTY FARM  
ROAD  
WHEATON, IL 60187  
[www.dupagecounty.gov](http://www.dupagecounty.gov)

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**File #:** 26-0731

**Agenda Date:** 2/17/2026

**Agenda #:** 10.E.

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Consent

# REQUEST FOR CHANGE ORDER FORM

Procurement Services Division  
Revised 10-01-2025

Date: Jan 14, 2026

File ID #: \_\_\_\_\_

<b>Purchase Order #:</b> 6789	<b>Original Purchase Order Date:</b> 10/30/2023	<b>Change Order #:</b> 3	<b>Department:</b> Community Services Weatherization
<b>Vendor Name:</b> Comfort 1st Insulation & Energy Solutions Inc		<b>Vendor #:</b> 43174	<b>Dept. Contact:</b> Gina Strafford-Ahmed
<b>Action Requested and Reason for Change Order Request:</b> To close the contract as it expired on 11/30/2024			

### 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		\$265,567.00
B	Net \$ Change for Previous Change Order		(\$40,000.00)
C	Current Contract Amount (A + B)		\$225,567.00
D	Amount of this Change Order	<input type="checkbox"/> Increase <input checked="" type="checkbox"/> Decrease	(\$208,104.10)
E	New Contract Amount (C + D)		\$17,462.90
F	Cumulative Change Order Amount (B + D)		(\$248,104.10)
G	Cumulative Percent of all Change Orders (B+D/A); (60% maximum on construction contracts)		-93.42%

### DECISION MEMO NOT REQUIRED - Check Applicable Box(es)

- Cancel Entire Order
- Close Contract
- Contract Extension (≤59 Days)
- Update Budget Code
- Change Budget Code From: \_\_\_\_\_ to: \_\_\_\_\_
- Increase/Decrease Quantity From: \_\_\_\_\_ to: \_\_\_\_\_
- Price Shows: \_\_\_\_\_ should be: \_\_\_\_\_
- Move Funds Between Lines
- Decrease Remaining Encumbrance and Close Contract
- Increase Encumbrance and Close Contract
- Decrease Encumbrance
- Increase Encumbrance

### DECISION MEMO REQUIRED - Check Applicable Box(es) and Fill In All Answers Below

- Contract Extension Greater Than 59 Days From \_\_\_\_\_ to: \_\_\_\_\_
- Cancel Contract
- Cumulative Increase Greater Than \$10,000 (Row 'F' Above)
- Other - Explain In Summary Explanation Box Below

**Summary Explanation** - Provide a summary of the action. Explain why it is necessary and what is to be accomplished.

---

**Original Source Selection/Vetting Information** - Describe method used to select source; for instance, bid, RFP, sole source, etc.

---

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





## Consent Item

421 N. COUNTY FARM  
ROAD  
WHEATON, IL 60187  
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---

**File #:** 26-0732

**Agenda Date:** 2/17/2026

**Agenda #:** 10.F.

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Consent

# REQUEST FOR CHANGE ORDER FORM

Date: Jan 14, 2026

Procurement Services Division

Revised 10-01-2025

File ID #:

<b>Purchase Order #:</b> 7471	<b>Original Purchase Order Date:</b> 10/22/2024	<b>Change Order #:</b> 2	<b>Department:</b> Community Services Weatherization
<b>Vendor Name:</b> Comfort 1st Insulation & Energy Solution		<b>Vendor #:</b> 43174	<b>Dept. Contact:</b> Gina Strafford-Ahmed
<b>Action Requested and Reason for Change</b> To close the contract as it expired on 6/30/2025			
<b>Order Request:</b>			

### 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		\$50,000.00
B	Net \$ Change for Previous Change Order		
C	Current Contract Amount (A + B)		\$50,000.00
D	Amount of this Change Order	<input type="checkbox"/> Increase <input checked="" type="checkbox"/> Decrease	(\$50,000.00)
E	New Contract Amount (C + D)		\$0.00
F	Cumulative Change Order Amount (B + D)		(\$50,000.00)
G	Cumulative Percent of all Change Orders (B+D/A); (60% maximum on construction contracts)		-100.00%

### DECISION MEMO NOT REQUIRED - Check Applicable Box(es)

- Cancel Entire Order
- Close Contract
- Contract Extension (≤59 Days)
- Update Budget Code
- Change Budget Code From: \_\_\_\_\_ to: \_\_\_\_\_
- Increase/Decrease Quantity From: \_\_\_\_\_ to: \_\_\_\_\_
- Price Shows: \_\_\_\_\_ should be: \_\_\_\_\_
- Move Funds Between Lines
- Decrease Remaining Encumbrance and Close Contract
- Increase Encumbrance and Close Contract
- Decrease Encumbrance
- Increase Encumbrance

### DECISION MEMO REQUIRED - Check Applicable Box(es) and Fill In All Answers Below

- Contract Extension Greater Than 59 Days From \_\_\_\_\_ to: \_\_\_\_\_
- Cancel Contract
- Cumulative Increase Greater Than \$10,000 (Row 'F' Above)
- Other - Explain In Summary Explanation Box Below

**Summary Explanation** - Provide a summary of the action. Explain why it is necessary and what is to be accomplished.

**Original Source Selection/Vetting Information** - Describe method used to select source; for instance, bid, RFP, sole source, etc.

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





## Consent Item

421 N. COUNTY FARM  
ROAD  
WHEATON, IL 60187  
[www.dupagecounty.gov](http://www.dupagecounty.gov)

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**File #:** 26-0733

**Agenda Date:** 2/17/2026

**Agenda #:** 10.G.

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Consent

# REQUEST FOR CHANGE ORDER FORM

Procurement Services Division  
Revised 10-01-2025

Date: Jan 13, 2025

File ID #: \_\_\_\_\_

<b>Purchase Order #:</b> 6791	<b>Original Purchase Order Date:</b> 10/30/2023	<b>Change Order #:</b> 6	<b>Department:</b> Community Services Weatherization
<b>Vendor Name:</b> Healthy Air Heating & Air Inc		<b>Vendor #:</b> 14166	<b>Dept. Contact:</b> Gina Strafford- Ahmed
<b>Action Requested and Reason for Change Order Request:</b> To close the contract as it expired on 11/30/2024			

### 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		\$265,567.00
B	Net \$ Change for Previous Change Order		\$40,000.00
C	Current Contract Amount (A + B)		\$305,567.00
D	Amount of this Change Order	<input type="checkbox"/> Increase <input checked="" type="checkbox"/> Decrease	(\$38,150.39)
E	New Contract Amount (C + D)		\$267,416.61
F	Cumulative Change Order Amount (B + D)		\$1,849.61
G	Cumulative Percent of all Change Orders (B+D/A); (60% maximum on construction contracts)		0.70%

### DECISION MEMO NOT REQUIRED - Check Applicable Box(es)

- Cancel Entire Order
- Close Contract
- Contract Extension (≤59 Days)
- Update Budget Code
- Change Budget Code From: \_\_\_\_\_ to: \_\_\_\_\_
- Increase/Decrease Quantity From: \_\_\_\_\_ to: \_\_\_\_\_
- Price Shows: \_\_\_\_\_ should be: \_\_\_\_\_
- Move Funds Between Lines
- Decrease Remaining Encumbrance and Close Contract
- Increase Encumbrance and Close Contract
- Decrease Encumbrance
- Increase Encumbrance

### DECISION MEMO REQUIRED - Check Applicable Box(es) and Fill In All Answers Below

- Contract Extension Greater Than 59 Days From \_\_\_\_\_ to: \_\_\_\_\_
- Cancel Contract
- Cumulative Increase Greater Than \$10,000 (Row 'F' Above)
- Other - Explain In Summary Explanation Box Below

**Summary Explanation** - Provide a summary of the action. Explain why it is necessary and what is to be accomplished.

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**Original Source Selection/Vetting Information** - Describe method used to select source; for instance, bid, RFP, sole source, etc.

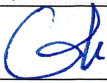
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**Recommendations/Alternatives** - Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request.

**Fiscal Impact/Cost Summary** - Include projected cost for each fiscal year, approved budget amount and account number

**APPROVALS - Initials Only**

DK  
Prepared By \_\_\_\_\_  
6164 Phone Ext. \_\_\_\_\_  
Jan 13, 2026 Date \_\_\_\_\_

  
Recommended for Approval \_\_\_\_\_  
6182 Phone Ext. \_\_\_\_\_  
2/3/26 Date \_\_\_\_\_

  
Reviewed by Procurement Officer \_\_\_\_\_  
2/6/2026 Date \_\_\_\_\_

Completed by Buyer \_\_\_\_\_  
Date \_\_\_\_\_



## Consent Item

421 N. COUNTY FARM  
ROAD  
WHEATON, IL 60187  
[www.dupagecounty.gov](http://www.dupagecounty.gov)

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**File #:** 26-0734

**Agenda Date:** 2/17/2026

**Agenda #:** 10.H.

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Consent

# REQUEST FOR CHANGE ORDER FORM

Procurement Services Division  
Revised 10-01-2025

Date: Jan 14, 2026

File ID #: \_\_\_\_\_

<b>Purchase Order #:</b> 6792	<b>Original Purchase Order Date:</b> 10/30/2023	<b>Change Order #:</b> 7	<b>Department:</b> Community Services Weatherization
<b>Vendor Name:</b> Healthy Air Heating & Air Inc		<b>Vendor #:</b> 14166	<b>Dept. Contact:</b> Gina Strafford-Ahmed
<b>Action Requested and Reason for Change Order Request:</b> To close the contract as it expired on 11/30/2024			

**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	\$663,919.00
B	Net \$ Change for Previous Change Order	
C	Current Contract Amount (A + B)	\$663,919.00
D	Amount of this Change Order <input type="checkbox"/> Increase <input checked="" type="checkbox"/> Decrease	(\$24,037.59)
E	New Contract Amount (C + D)	\$639,881.41
F	Cumulative Change Order Amount (B + D)	(\$24,037.59)
G	Cumulative Percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	-3.62%

**DECISION MEMO NOT REQUIRED - Check Applicable Box(es)**

- Cancel Entire Order
- Close Contract
- Contract Extension (≤59 Days)
- Update Budget Code
- Change Budget Code From: \_\_\_\_\_ to: \_\_\_\_\_
- Increase/Decrease Quantity From: \_\_\_\_\_ to: \_\_\_\_\_
- Price Shows: \_\_\_\_\_ should be: \_\_\_\_\_
- Move Funds Between Lines
- Decrease Remaining Encumbrance and Close Contract
- Increase Encumbrance and Close Contract
- Decrease Encumbrance
- Increase Encumbrance

**DECISION MEMO REQUIRED - Check Applicable Box(es) and Fill In All Answers Below**

- Contract Extension Greater Than 59 Days From \_\_\_\_\_ to: \_\_\_\_\_
- Cancel Contract
- Cumulative Increase Greater Than \$10,000 (Row 'F' Above)
- Other - Explain In Summary Explanation Box Below

**Summary Explanation** - Provide a summary of the action. Explain why it is necessary and what is to be accomplished.

**Original Source Selection/Vetting Information** - Describe method used to select source; for instance, bid, RFP, sole source, etc.

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

**Fiscal Impact/Cost Summary** - Include projected cost for each fiscal year, approved budget amount and account number

**APPROVALS - Initials Only**

DK	6164	Jan 14, 2026	<u>GL</u>	<u>6182</u>	<u>2/3/26</u>
Prepared By	Phone Ext.	Date	Recommended for Approval	Phone Ext.	Date
<u>[Signature]</u>	<u>2/6/2026</u>				
Reviewed by Procurement Officer	Date		Completed by Buyer		Date



## Consent Item

421 N. COUNTY FARM  
ROAD  
WHEATON, IL 60187  
[www.dupagecounty.gov](http://www.dupagecounty.gov)

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**File #:** 26-0735

**Agenda Date:** 2/17/2026

**Agenda #:** 10.I.

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Consent

# REQUEST FOR CHANGE ORDER FORM

Procurement Services Division  
Revised 10-01-2025

Date: Jan 13, 2026

File ID #: \_\_\_\_\_

<b>Purchase Order #:</b> 6790	<b>Original Purchase Order Date:</b> 10/30/2023	<b>Change Order #:</b> 2	<b>Department:</b> Community Services Weatherization
<b>Vendor Name:</b> Nortek Environmental Inc		<b>Vendor #:</b> 12750	<b>Dept. Contact:</b> Gina Strafford-Ahmed
<b>Action Requested and Reason for Change Order Request:</b> To close the contract as it expired on 11/30/2024			

**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		\$663,919.00
B	Net \$ Change for Previous Change Order		
C	Current Contract Amount (A + B)		\$663,919.00
D	Amount of this Change Order	<input type="checkbox"/> Increase <input checked="" type="checkbox"/> Decrease	(\$498,658.40)
E	New Contract Amount (C + D)		\$165,260.60
F	Cumulative Change Order Amount (B + D)		(\$498,658.40)
G	Cumulative Percent of all Change Orders (B+D/A); (60% maximum on construction contracts)		-75.11%

**DECISION MEMO NOT REQUIRED - Check Applicable Box(es)**

- Cancel Entire Order
- Close Contract
- Contract Extension (≤59 Days)
- Update Budget Code
- Change Budget Code From: \_\_\_\_\_ to: \_\_\_\_\_
- Increase/Decrease Quantity From: \_\_\_\_\_ to: \_\_\_\_\_
- Price Shows: \_\_\_\_\_ should be: \_\_\_\_\_
- Move Funds Between Lines
- Decrease Remaining Encumbrance and Close Contract
- Increase Encumbrance and Close Contract
- Decrease Encumbrance
- Increase Encumbrance

**DECISION MEMO REQUIRED - Check Applicable Box(es) and Fill In All Answers Below**

- Contract Extension Greater Than 59 Days From \_\_\_\_\_ to: \_\_\_\_\_
- Cancel Contract
- Cumulative Increase Greater Than \$10,000 (Row 'F' Above)
- Other - Explain In Summary Explanation Box Below

**Summary Explanation** - Provide a summary of the action. Explain why it is necessary and what is to be accomplished.

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**Original Source Selection/Vetting Information** - Describe method used to select source; for instance, bid, RFP, sole source, etc.

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





## Consent Item

421 N. COUNTY FARM  
ROAD  
WHEATON, IL 60187  
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**File #:** 26-0736

**Agenda Date:** 2/17/2026

**Agenda #:** 10.J.

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Consent

# REQUEST FOR CHANGE ORDER FORM

Date: Jan 14, 2026

Procurement Services Division  
Revised 10-01-2025

File ID #: \_\_\_\_\_

<b>Purchase Order #:</b> 7143	<b>Original Purchase Order Date:</b> 7/1/2024	<b>Change Order #:</b> 2	<b>Department:</b> Community Services
<b>Vendor Name:</b> Benevate Inc		<b>Vendor #:</b> 37839	<b>Dept. Contact:</b> Julie Hamlin
<b>Action Requested and Reason for Change</b> To close the contract as it expired on 6/30/2025			
<b>Order Request:</b>			

**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		\$45,000.00
B	Net \$ Change for Previous Change Order		
C	Current Contract Amount (A + B)		\$45,000.00
D	Amount of this Change Order	<input type="checkbox"/> Increase <input checked="" type="checkbox"/> Decrease	(\$30,600.00)
E	New Contract Amount (C + D)		\$14,400.00
F	Cumulative Change Order Amount (B + D)		(\$30,600.00)
G	Cumulative Percent of all Change Orders (B+D/A); (60% maximum on construction contracts)		-68.00%

**DECISION MEMO NOT REQUIRED - Check Applicable Box(es)**

- Cancel Entire Order
- Close Contract
- Contract Extension (≤59 Days)
- Update Budget Code
- Change Budget Code From: \_\_\_\_\_ to: \_\_\_\_\_
- Increase/Decrease Quantity From: \_\_\_\_\_ to: \_\_\_\_\_
- Price Shows: \_\_\_\_\_ should be: \_\_\_\_\_
- Move Funds Between Lines
- Decrease Remaining Encumbrance and Close Contract
- Increase Encumbrance and Close Contract
- Decrease Encumbrance
- Increase Encumbrance

**DECISION MEMO REQUIRED - Check Applicable Box(es) and Fill In All Answers Below**

- Contract Extension Greater Than 59 Days From \_\_\_\_\_ to: \_\_\_\_\_
- Cancel Contract
- Cumulative Increase Greater Than \$10,000 (Row 'F' Above)
- Other - Explain In Summary Explanation Box Below

**Summary Explanation** - Provide a summary of the action. Explain why it is necessary and what is to be accomplished.

**Original Source Selection/Vetting Information** - Describe method used to select source; for instance, bid, RFP, sole source, etc.

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

**Fiscal Impact/Cost Summary** - Include projected cost for each fiscal year, approved budget amount and account number

**APPROVALS - Initials Only**

RJ	6183	Jan 14, 2026	<u>        </u>	<u>        </u>	<u>        </u>
Prepared By	Phone Ext.	Date	Recommended for Approval	Phone Ext.	Date
<u>        </u>	<u>        </u>	<u>        </u>	<u>        </u>	<u>        </u>	<u>        </u>
Reviewed by Procurement Officer	Date		Completed by Buyer	Date	
<u>        </u>	<u>        </u>		<u>        </u>	<u>        </u>	



## Grant Proposal Notifications

421 N. COUNTY FARM  
ROAD  
WHEATON, IL 60187  
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**File #:** 26-0737

**Agenda Date:** 2/17/2026

**Agenda #:** 9.C.2.

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# Grant Proposal Notification

GPN Number: 008-26  
(Completed by Finance Department)

Date of Notification: 01/26/2026  
(MM/DD/YYYY)

Parent Committee Agenda Date: 02/17/2026  
(Completed by Finance Department) (MM/DD/YYYY)

Grant Application Due Date: 03/01/2026  
(MM/DD/YYYY)

Name of Grant: PY26 Homeless System Capacity Expansion Pilot

Name of Grantor: Illinois Department of Human Services

Originating Entity: \_\_\_\_\_  
(Name the entity from which the funding originates, if Grantor is a pass-thru entity)

County Department: Community Services

Department Contact: Joan Fox, Administrator Housing Supports & Self Sufficiency, 6426  
(Name, Title, and Extension)

Parent Committee: Human Services

Grant Amount Requested: \$ 90,920.00

Type of Grant: Project/Continuation  
(Competitive, Continuation, Formula, Project, Direct Payment, Other – Please Specify)

Is this a new non-recurring Grant:  Yes  No

Source of Grant:  Federal  State  Private  Corporate

If Federal, provide CFDA: \_\_\_\_\_ If State, provide CSFA: 444-80-3520



# Grant Proposal Notification

1. Justify the department’s need for this grant.

Through this funding we will participate in the Illinois Homelessness Response Collaborative with the goal to increase our homelessness response system to implement best practices and reduce the number of persons experiencing homelessness. This funding will support the reliability of our data systems and expand out capacity to convene stakeholder workgroups to collectively build strategies and steer plans for testing changes that are likely to produce positive statewide results.

2. Based on the County’s Strategic Plan, which strategic imperative(s) correlate with funding opportunity. Provide a brief explanation.

Community Well-Being: The County ensures everyone can participate and be heard in County government - Through this grant we will expand our efforts to include the voice of persons with lived experience of homelessness.

3. What is the period covered by the grant?

07/01/2025 to: 06/30/2026  
(MM/DD/YYYY) (MM/DD/YYYY)

3.1. If period is unknown, estimate the year the project or project phase will begin and anticipated duration:

3.1.1. \_\_\_\_\_ and \_\_\_\_\_  
(MM/YY) (Duration)

4. Will the County provide “seed” or startup funding to initiate grant project? (Yes or No)

No

4.1. If yes, please identify the Company-Accounting Unit used for the funding \_\_\_\_\_

5. If grant is awarded, how is funding received? (select one):

5.1. Prior to expenditure of costs (lump-sum reimbursement upfront)

5.2. After expenditure of costs (reimbursement-based)

## Grant Proposal Notification

6. Does the grant allow for Personnel Costs? (Yes or No) Yes

6.1. If yes, what are the total projected salary and fringe benefit costs of personnel charging time to the grant for the entire term of the grant? Compute County-provided benefits at 40%.

6.1.1. Total salary \$154,310.00 Percentage covered by grant 21.20%

6.1.2. Total fringe benefits \$57,044.00 Percentage covered by grant 23.77%

6.1.3. Are any of the County-provided fringe benefits disallowed? (Yes or No): No

6.1.3.1. If yes, which ones are disallowed?

6.1.3.2. If the grant does not cover 100% of the personnel costs, from what Company-Accounting Unit will the deficit be paid?

6.2. Will receipt of this grant require the hiring of additional staff? (Yes or No): No

6.2.1. If yes, how many new positions will be created?

6.2.1.1. Full-time \_\_\_\_\_ Part-time \_\_\_\_\_ Temporary \_\_\_\_\_

6.2.1.2. Will the headcount of the new position(s) be placed in the grant accounting unit?                       
(Yes or No)

6.2.1.2.1. If no, in what Company-Accounting Unit will the headcount(s) be placed?

## Grant Proposal Notification

6.3. Does the grant award require the positions to be retained beyond the grant term? (Yes or No) No

6.3.1. If yes, please answer the following:

6.3.1.1. How many years beyond the grant term? \_\_\_\_\_

6.3.1.2. What Company-Accounting Unit(s) will be used? \_\_\_\_\_

6.3.1.3. Total annual salary \_\_\_\_\_

6.3.1.4. Total annual fringe benefits \_\_\_\_\_

7. Does the grant allow for direct administrative costs? (Yes or No) Yes

7.1. If yes, please answer the following:

7.1.1. Total estimated direct administrative costs for project \$6,738.00

7.1.2. Percentage of direct administrative costs covered by grant 100%

7.1.3. What percentage of the grant total is the portion covered by the grant 7.4%

8. What percentage of the grant funding is non-personnel cost / non-direct administrative cost? 41.69%

9. Are matching funds required? (Yes or No): No

9.1. If yes, please answer the following:

9.1.1. What percentage of match funding is required by granting entity? \_\_\_\_\_

9.1.2. What is the dollar amount of the County's match? \_\_\_\_\_

## Grant Proposal Notification

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- 9.1.3. What Company-Accounting Unit(s) will provide the matching requirement? \_\_\_\_\_
10. What amount of funding is already allocated for the project?                     \$0.00
- 10.1. If allocated, in what Company-Accounting Unit are the funds located? \_\_\_\_\_
- 10.2. Will the project proceed if the funding opportunity is not awarded? (Yes or No):                     No
11. What is the total project cost (Grant Award + Match + Other Allocated Funding)?                     \$90,920.00