



DU PAGE COUNTY

Human Services

Final Summary

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

Tuesday, June 6, 2023

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 and Member Liz Chaplin

Staff in attendance: Nick Kottmeyer (Chief Administrative Officer), Joan Olson (Chief Communications Officer), Sheryl Markey (Chief Policy & Program Officer), Renee Zerante (State's Attorney Office), Donna Weidman (Procurement), Natasha Belli (Senior Services), Mary Keating (Director of Community Services), Janelle Chadwick (Administrator of DuPage Care Center)

PRESENT	Childress, DeSart, LaPlante, and Schwarze
LATE	Galassi, and Garcia

3. PUBLIC COMMENT

No public comments were offered.

4. CHAIR REMARKS - CHAIR SCHWARZE

Chair Schwarze, Vice Chair Garcia, and Mary Keating will meet with the DuPage Foundation on Thursday, June 15, 2023, to review the final applications for the immediate transformational grants. They should have the recipient list after the meeting.

Chair Schwarze noted for the record that Member Galassi arrived at the meeting. (9:32)

Member DeSart stated she is hearing that food pantries are receiving rotten food or food with a short shelf life. Mary Keating responded that food pantries she has spoken with confirm that the direct delivery food purchased from the \$2.75M given to food pantries to buy food directly, has been good. The nationwide problem continues to be food from retailers or donations, as those providers are holding back their food longer than they used to.

Member Garcia entered the meeting at 9:40 a.m.

5. APPROVAL OF MINUTES**5.A. [23-1994](#)**

Human Services Committee - Regular Meeting - Tuesday, May 16, 2023

RESULT:	APPROVED
MOVER:	Dawn DeSart
SECONDER:	Michael Childress

6. LENGTH OF SERVICE AWARDS**6.A. Length of Service Award - Marina Vargas - 15 Years - Community Services**

Mary Keating presented a 15 Year Anniversary Award to Marina Vargas.

6.B. Length of Service Award - Kristen Roskopf - 20 Years - Community Services

Mary Keating presented a 20 Year Anniversary Award to Kristen Roskopf.

6.C. Length of Service Award - Brandy Schank - 15 Years - Community Services

Mary Keating presented a 15 Year Anniversary Award to Brandy Schank.

7. COMMUNITY SERVICES - MARY KEATING**7.A. [FI-R-0144-23](#)**

Acceptance and Appropriation of additional funding for the Low Income Home Energy Assistance Program HHS Grant FY23 Inter-Governmental Agreement No. 23-224028 Company 5000 - Accounting Unit 1420 from \$1,748,193 to \$3,291,193 (an increase of \$1,543,000). (Community Services)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Dawn DeSart
SECONDER:	Michael Childress

7.B. [HS-R-0052-23](#)

Approval of Issuance of Payments by DuPage County to Energy Assistance Providers through the Low-Income Home Energy Assistance Program HHS Grant FY23 Inter-Governmental Agreement No. 23-224028 in the amount of \$1,326,980. (Community Services)

County Board Member Yoo asked about the LIHEAP items (7.A. and 7.B) on the agenda. Ms. Keating replied that first we accept the funds in the Acceptance and Appropriation, then we establish the payment level in the Issuance of Payments. The difference between the money we receive, and the payment level is what is used for salaries. She answered member questions regarding the operations of the LIHEAP program.

RESULT:	APPROVED AT COMMITTEE
MOVER:	Michael Childress
SECONDER:	Paula Garcia

8. COMMUNITY DEVELOPMENT COMMISSION - MARY KEATING**8.A. [HS-R-0053-23](#)**

Recommendation for Approval of Amendment One to the Community Development Block Grant (CDBG) Urban County Joint Agreement with the City of Wheaton Incorporating Additional Provisions as required by the U.S. Department of Housing and Urban Development CDP-23-02 Notice.

RESULT:	APPROVED AT COMMITTEE
MOVER:	Dawn DeSart
SECONDER:	Michael Childress

8.B. [HS-R-0054-23](#)

Recommendation for Approval of Amendment One to the Community Development Block Grant (CDBG) Urban County Joint Agreement with the Village of Downers Grove Incorporating Additional Provisions as required by the U.S. Department of Housing and Urban Development CDP-23-02 Notice.

RESULT:	APPROVED AT COMMITTEE
MOVER:	Michael Childress
SECONDER:	Paula Garcia

9. DUPAGE CARE CENTER - JANELLE CHADWICK**9.A. [HS-P-0057-23](#)**

Recommendation for the approval of a contract purchase order to Prescription Supply, Inc., to provide secondary pharmaceuticals (wholesale pharmaceuticals) for in-house close shop pharmacy, for the DuPage Care Center, for the period of June 19, 2023 through June 18, 2024, for a contract total not to exceed \$60,000; per bid renewal under bid #22-039-DCC, first of three one-year renewals.

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Paula Garcia
SECONDER:	Michael Childress

9.B. [HS-P-0058-23](#)

Recommendation for the approval of a contract purchase order to The Standard Companies, for trash can liners, for the DuPage Care Center, for the period June 23, 2023 through June 22, 2024, for an amount not to exceed \$75,000, under bid renewal #21-036-FM, first of two (2) one (1) year optional renewals.

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Kari Galassi
SECONDER:	Michael Childress

10. BUDGET TRANSFERS

10.A. [23-1995](#)

Budget Transfer to cover staffing changes including departures, unbudgeted benefits payments, and an increase to fringe benefits (from 5000-1670/5000, 51010, 51050 to 5000-1670/51000, 51030, 51040), for the Family Center's Access & Visitation Grant - \$10,181. (Community Services)

RESULT:	APPROVED
MOVER:	Michael Childress
SECONDER:	Kari Galassi

11. TRAVEL

11.A. [23-1996](#)

Community Services Administrator to attend the National Community Action Partnership 2023 Training Conference in Atlanta, Georgia, from August 21, 2023 through August 25, 2023. Expenses to include registration, transportation, lodging, miscellaneous expenses (parking, mileage, etc.), for an approximate total of \$2,876. CSBG grant funded. (Community Services)

RESULT:	APPROVED AT COMMITTEE
MOVER:	Michael Childress
SECONDER:	Kari Galassi

11.B. [23-1997](#)

Community Development Manager to attend the National Association for County Community & Economic Development Summer Annual Conference in Austin, Texas from July 19, 2023 through July 22, 2023. Expenses to include transportation, lodging, miscellaneous expenses (parking, mileage, etc.), and per diems, for approximate total of \$1,899. CDBG grant funded. (Community Services)

RESULT:	APPROVED AT COMMITTEE
MOVER:	Michael Childress
SECONDER:	Kari Galassi

11.C. [23-1998](#)

Community Services Director to attend the NACCED summer meeting, NACo annual conference, and NACo Affordability Task Force in Travis County, Texas from July 19, 2023 through July 25, 2023. Expenses to include registration, transportation, lodging, miscellaneous expenses (parking, mileage, etc.), and per diems, for approximate total of \$3,648. CDBG grant funded. (Community Services)

RESULT:	APPROVED AT COMMITTEE
MOVER:	Kari Galassi
SECONDER:	Michael Childress

12. INFORMATIONAL

12.A. [FM-P-0069-23](#)

Recommendation for the approval of a contract to Commercial Mechanical, Inc., for the Replacement of Air Handling Units S-1 & S-2 in Room G15, S-6 in Penthouse A and S-8 in Penthouse B at the Care Center, for Facilities Management, for the period of June 13, 2023, through November 30, 2024, for a total contract amount not to exceed \$3,250,500 (\$1,900,000 CDBG Funded & \$1,350,500 ARPA Funded), per lowest responsible bid #23-056-FM. (PARTIAL ARPA ITEM)

RESULT:	ACCEPTED AND PLACED ON FILE
MOVER:	Paula Garcia
SECONDER:	Kari Galassi

12.B. [FM-CO-0071-23](#)

First Amendment to Resolution FM-P-0269-22, issued to Lamp, Inc., to provide Professional Construction Manager As-Advisor services, for various construction management services to add the following capital projects to the Scope of Work, HVAC replacement work to be completed at the Care Center for air handler units S-1 (Mechanical Room 1209), S-2 (Mechanical Room 3213), and S-4 (Mechanical Room G16C) at the Care Center [ARPA Funded], and to improve the security, building code upgrades, and ADA improvements in the County Board room at the JTK building [Infrastructure funded], and to increase the contract in the amount of \$1,229,246, taking the original contract amount of \$4,865,131 and resulting in a new amended contract total amount not to exceed \$6,094,377, an increase of 25.27%. (PARTIAL ARPA ITEM)

RESULT:	ACCEPTED AND PLACED ON FILE
MOVER:	Michael Childress
SECONDER:	Kari Galassi

12.C. [23-1999](#)

Pursuant to FI-O-0056-22 and DT-R-0306B-22, Vehicle Replacement, for the DuPage Care Center, for the FY2023 - FY2024 has been issued through Midwest Transit Equipment, Inc., in the amount of \$176,600.00

A request for a motion was made by Chair Schwarze to accept and place on file. Member Galassi so moved, Member Childress seconded, ally ayes on a voice vote. Motion carried.

RESULT:	APPROVED
MOVER:	Kari Galassi
SECONDER:	Michael Childress

13. RESIDENCY WAIVERS - JANELLE CHADWICK

Janelle Chadwick, Administrator of the DuPage Care Center stated there are presently ten mail and six female beds available at the Care Center. No Dupage County residents will be displaced by accepting these individuals.

13.A. Out of County Residency Waiver One

RESULT:	APPROVED
MOVER:	Dawn DeSart
SECONDER:	Paula Garcia

13.B. Out of County Residency Waiver Two

RESULT:	APPROVED
MOVER:	Michael Childress
SECONDER:	Dawn DeSart

14. DUPAGE CARE CENTER UPDATE - JANELLE CHADWICK

Ms. Chadwick expressed her appreciation to the committee for the two vans purchased for the Care Center as mentioned in the Informational item 12.C. The vans have been valuable in taking residents to dialysis.

The Care Center is out of covid outbreak and has been for some time. Today is the first day masks are optional at the Care Center.

Ms. Chadwick received an email from the representative of the Health Facilities Service and Review Board regarding the Care Center's Certificate of Need application for the remodel. He had a few questions, tweaking the final report in preparation for the formal presentation to be done at the end of June.

Chair Schwarze asked about a new date for the groundbreaking. Janelle replied it will be in July, but she does not have a firm date. Janelle believes it's July 11th. The application may need to be approved before finalizing the date. The committee will be notified and/or it will be posted on the website when available.

15. COMMUNITY SERVICES UPDATE - MARY KEATING

Ms. Keating commented on the two travel requests to Texas on the agenda (items 11.B. and 11.C.), noting the difference in the total amounts. She stated the manager attending will only attend the NACCED portion and does not have to pay the \$600 NACo registration. The registration, hotel, and per diems account for the difference in pricing.

While in Texas, Ms. Keating will tour Community First!, a tiny house village located in unincorporated Travis County, partially funded with CDBG funding. Community First! provides permanent, supportive housing for individuals that were chronically homeless. She is looking forward to learning how it was developed and about the ongoing operation funding.

Ms. Keating gave an explanation on the two CDBG Urban County joint agreements with Wheaton and Downers Grove. To continue to receive CDBG funds, every three years the County must go through a requalification process. This requires all municipalities to agree for their population to be included in the population count, the count determining the amount of CDBG funds received. Both Downers Grove and Wheaton could receive and manage their own CDBG funding but elect not to, instead they turn it over to the County to manage.

Mary praised her Community Development staff (federal) and the water program management staff (state). Both programs went through monitoring with no findings and no concerns.

Thursday, June 15, is World Elder Abuse Awareness Day. The Adult Protective Services staff will be in purple T-Shirts and there will be social media posts. Ms. Keating encouraged the committee to wear purple and help spread the word.

16. OLD BUSINESS

No old business was discussed.

17. NEW BUSINESS

No new business was discussed.

18. ADJOURNMENT

With no further business, Chair Schwarze requested a motion to adjourn. Member Childress so moved, Member DeSart seconded, all ayes on a voice vote, the meeting was adjourned at 10:05 AM.



Minutes

421 N. COUNTY FARM
ROAD
WHEATON, IL 60187
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File #: 23-1994

Agenda Date: 6/6/2023

Agenda #: 5.A.



DU PAGE COUNTY

Human Services

Final Summary

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Tuesday, May 16, 2023

9:30 AM

Room 3500A

1. CALL TO ORDER

9:30 AM meeting was called to order by Chair Greg Schwarze at 9:40 AM.

Chair Schwarze began the committee meeting stating, "Under the authority of the County Board Rules, I appoint Member Patty Gustin to be a temporary member of the Human Services Committee to establish a quorum." Members Childress, DeSart, and Garcia were all detained at the Public Works Committee meeting, which was running behind.

PRESENT	Galassi, LaPlante, Schwarze, and Gustin
LATE	Childress, DeSart, and Garcia

2. ROLL CALL

Also in attendance were Assistant State's Attorney Renee Zerante, Chief Administrative Officer Nick Kottmeyer (left 10:03), County Board members Patty Gustin and Yeena Yoo, Community Services Administrators NaTasha Belli and Gina Strafford-Ahmed, Finance Buyer Valerie Calvente, DuPage Care Center Administrator Janelle Chadwick, DuPage Care Center Assistant Administrator Anita Rajagopal, Rehab Services Supervisor Karen Cerny, Care Center employees Arlene Rodriguez and Eric Hill, Community Services Director Mary Keating (remote), and Jan Kay from the League of Women Voters.

PRESENT	Galassi, Gustin, LaPlante, and Schwarze
LATE	Childress, DeSart, and Garcia

3. PUBLIC COMMENT

No public comments were offered.

4. CHAIR REMARKS - CHAIR SCHWARZE

Chair Schwarze announced that the small Human Services Grant was approved at the May 9 County Board meeting. The County will have a press release on Monday, May 22nd announcing the Human Services Grant, and the website will officially open on Tuesday, May 23rd and remain open for 60 days. Any nonprofit that meets the qualifications and would like to apply can find a link on the DuPage County home page.

5. APPROVAL OF MINUTES**5.A. [23-1835](#)**

Human Services Committee - Regular Meeting - Tuesday, May 2, 2023

RESULT:	APPROVED
MOVER:	Lynn LaPlante
SECONDER:	Kari Galassi

6. LENGTH OF SERVICE AWARDS**6.A. Length of Service Award - Arlene Rodriguez - 20 Years - DuPage Care Center Rehab Services Department**

Karen Cerny, Rehab Service Supervisor at the DuPage Care Center, presented a 20-year Anniversary Award to Arlene Rodriguez.

6.B. Length of Service Award - Eric Hill - 20 Years - DuPage Care Center Rehab Services Department

Karen Cerny, Rehab Service Supervisor at the DuPage Care Center, presented a 20-year Anniversary Award to Eric Hill.

7. DUPAGE CARE CENTER - JANELLE CHADWICK

Members Childress, DeSart, and Garcia entered the meeting.

7.A. [HS-CO-0009-23](#)

Amendment issued to Lifescan Laboratories of Illinois for patient phlebotomy and lab services, for the DuPage Care Center, for the period September 20, 2022 through September 19, 2023, to increase encumbrance in the amount of \$15,000, a 75.00% increase. (6005-0001 SERV) (ARPA ITEM)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Michael Childress
SECONDER:	Kari Galassi

7.B. [HS-CO-0010-23](#)

Amendment issued to KCI USA, Inc., for rental of wound vac therapy and medical supplies for wound and skin care, for the DuPage Care Center, for the period January 26, 2023 through January 25, 2024, to increase encumbrance in the amount of \$45,500, a 304.35% increase. (6266-0001 SERV)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Michael Childress
SECONDER:	Paula Garcia

7.C. [23-1836](#)

Recommendation for the approval of a contract purchase order to Linde Gas & Equipment, Inc., to furnish and deliver Oxygen, Helium and Carbon Dioxide, for the period June 1, 2023 through May 31, 2024, for a total contract total not to exceed \$23,500, under bid renewal #21-015-CARE, first of two (2) one (1)-year optional renewals.

RESULT:	APPROVED
AYES:	Childress, DeSart, Galassi, Garcia, Gustin, LaPlante, and Schwarze

7.D. [23-1837](#)

Recommendation for the approval of a contract purchase order to Warehouse Direct, for a disk rider floor scrubber with rear spray bar with handle gun, for the DuPage Care Center, for the period of May 17, 2023 through November 30, 2023, for a total amount not to exceed \$20,292, per joint Purchasing, National Cooperative Purchasing Alliance (NCPA) agreement with American Office Products Distributors, contract #189. (ARPA2 Item)

RESULT:	APPROVED
MOVER:	Michael Childress
SECONDER:	Kari Galassi
AYES:	Childress, DeSart, Galassi, Garcia, Gustin, LaPlante, and Schwarze

8. BUDGET TRANSFERS

8.A. [23-1838](#)

Budget Transfer to move the projected unspent administrative funding to Project CDCV21-01 DuPage Care Center Rehab project in order to fully expend the grant award, from various accounts to 5000-1440/53820 - \$500,000. (Community Services)

RESULT:	APPROVED
MOVER:	Dawn DeSart
SECONDER:	Paula Garcia

8.B. [23-1839](#)

Budget Transfer to transfer monies from Building Improvements (1200-2040/54010) to Engineering & Architectural Services (1200-2040/53010) for WSP for the DuPage Care Center Renovations. \$23,880. (DuPage Care Center)

RESULT:	APPROVED
MOVER:	Michael Childress
SECONDER:	Paula Garcia

9. TRAVEL**9.A. [23-1840](#)**

Travel Request for Community Services Administrator to attend the annual Community Services Block Grant (CSBG) and Weatherization mandated grant funding training in Springfield, Illinois, from June 6, 2023 through June 8, 2023. Expenses to include lodging, miscellaneous expenses (parking, mileage, etc.), and per diem, for approximate total of \$622. CSBG grant funded. (Community Services)

RESULT:	APPROVED AT COMMITTEE
MOVER:	Michael Childress
SECONDER:	Kari Galassi

9.B. [23-1841](#)

Travel Request for Community Services Manager to attend the annual Community Services Block Grant (CSBG) and Weatherization mandated grant funding training in Springfield, Illinois, from June 6, 2023 through June 8, 2023. Expenses to include lodging and per diem, for approximate total of \$347. Employee will not incur travel costs, traveling with administrator. CSBG grant funded. (Community Services)

RESULT:	APPROVED AT COMMITTEE
MOVER:	Michael Childress
SECONDER:	Kari Galassi

9.C. [23-1842](#)

Travel Request for Community Services Supervisor to attend the annual Community Services Block Grant (CSBG) and Weatherization mandated grant funding training in Springfield, Illinois, from June 7, 2023 through June 8, 2023. Expenses to include lodging, miscellaneous expenses (parking, gasoline (County vehicle), etc.), and per diem, for approximate total of \$263.50. CSBG grant funded. (Community Services)

RESULT:	APPROVED AT COMMITTEE
MOVER:	Michael Childress
SECONDER:	Paula Garcia

9.D. [23-1843](#)

Travel Request for Community Services Weatherization Coordinator to attend the annual Community Services Block Grant (CSBG) and Weatherization mandated grant funding training in Springfield, Illinois, from June 7, 2023 through June 8, 2023. Expenses to include lodging, and per diem, (no travel expenses incurred, riding with Supervisor), for approximate total of \$188.50. CSBG grant funded. (Community Services)

RESULT: APPROVED AT COMMITTEE

MOVER: Paula Garcia

SECONDER: Michael Childress

10. CONSENT ITEMS

10.A. [23-1844](#)

Decrease and Close WellSky Corporation - P.O. 5480-0001 SERV \$32,254.67 - Contract Expired. (Community Services)

RESULT: APPROVED

MOVER: Kari Galassi

SECONDER: Michael Childress

11. INFORMATIONAL

11.A. [23-1845](#)

GPN 027-23 LIHEAP HHS Grant PY24 - Illinois Department of Commerce and Economic Opportunity - U.S. Department of Health and Human Services - \$2,948,471. (Community Services)

RESULT: APPROVED AND SENT TO FINANCE

MOVER: Dawn DeSart

SECONDER: Michael Childress

11.B. [23-1846](#)

GPN 028-23 LIHEAP State Supplemental Grant PY24 - Illinois Department of Commerce and Economic Opportunity - \$5,528,383. (Community Services)

RESULT: APPROVED AND SENT TO FINANCE

MOVER: Dawn DeSart

SECONDER: Michael Childress

12. RESIDENCY WAIVERS - JANELLE CHADWICK

No residency waivers were offered.

13. DUPAGE CARE CENTER UPDATE - JANELLE CHADWICK

Janelle Chadwick, Administrator at the DuPage Care Center, announced the Care Center is no longer on covid outbreak status, but masks are still required as a cautionary measure.

The Care Center is on target for the July 2023 renovation demolition, pending the Health Facilities Planning & Review Board's quarterly meeting at the end of June. Ms. Chadwick does not anticipate any issues with their submission of the Certificate of Need. The groundbreaking demolition ceremony will be held in July, the exact date to be determined.

Last week the Care Center celebrated Nurse's Week with several activities throughout the week. There was great synergy in the group of nurses, which was nice to see after all the stresses brought on by the pandemic. Chair Schwarze and Vice Chair Garcia joined the activities.

This week is Nursing Home Week, which The Care Center has been celebrating throughout the month. This week they will celebrate with breakfast on Thursday morning.

14. COMMUNITY SERVICES UPDATE - MARY KEATING

Mary Keating confirmed Chair Schwarze's announcement regarding the small nonprofit application portal being open for 60 days. In addition to the application there will be an email address on the home page for agencies to ask questions via email. This will give the County staff a record of who asked what, and what information they were given. Based on the questions received from the agencies, they may consider a frequently asked question list. Ms. Keating expressed her appreciation to the Finance team that worked on getting the portal up and running.

Ms. Keating acknowledged the hard work of the Adult Protective Services unit (APS). The unit was contacted by the Illinois Department on Aging (IDOA) to cover the Will County APS cases during a transition in providers. From April 10 through May 15, DuPage County APS Case Managers took 28 new cases from Will County in addition to the 67 DuPage County cases. They also handled 57 pending cases from Will County, for a total of 85 additional cases. Natasha Belli, the Administrator of Senior Services, negotiated a great contract to take on the additional cases. ShaTonya Herring, Manager of APS and her staff did an amazing job.

Construction will begin on the Family Center playground soon. Construction should be completed by August or September. This is an ARPA funded project.

Ms. Keating stated she is on the NACo affordability Task Force. Last week she spent 2 ½ days with members from 29 other counties. Great information on models of homeownership throughout the country were shared on subjects including helping families become homeowners, getting homeowners into distressed areas, and not having accessible housing for county employees and other residents in areas with high tourism. There were interesting models

presented, depending on the goals of the local community. The report of the Task Force will be released at the NACo annual conference. On Saturday, July 2nd there will be a two-hour summit to go over recommendations of the task force. Ms. Keating thanked the County Board members for giving her the opportunity to participate in the process.

Member Gustin asked if there was any discussion about big companies that come to communities and build houses for their employees to purchase. Ms. Keating replied that she is aware of Universal doing this in Orlando, and possibly in California, but they may be rentals. Ms. Keating is not aware of anything in DuPage County, but she will look into it.

Member Galassi asked about the nonprofit application portal and if County Board members will have access to the applications as they come in or not until after the portal closes. Ms. Keating responded there have not been any discussions on that topic, but she recommends waiting until the end, that all agencies' requests will be fresh in their minds. Chair Schwarze's opinion was that it is easier to compare agencies if you read all their information at once. The committee had a verbal consensus that they will wait until the 60-day submission deadline has passed to view applications.

15. OLD BUSINESS

No old business was discussed.

16. NEW BUSINESS

No new business was discussed.

17. ADJOURNMENT

With no further business, Chair Schwarze requested a motion to adjourn. Member Gustin so moved, Member Childress seconded, all ayes on a voice vote, the meeting was adjourned at 10:10 a.m.



Finance Resolution

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

File #: FI-R-0144-23

Agenda Date: 6/6/2023

Agenda #: 8.D.

ACCEPTANCE AND APPROPRIATION
OF ADDITIONAL FUNDING FOR THE
LOW INCOME HOME ENERGY ASSISTANCE PROGRAM HHS GRANT FY23
INTER-GOVERNMENTAL AGREEMENT NO. 23-224028
COMPANY 5000 - ACCOUNTING UNIT 1420
FROM \$1,748,193 TO \$3,291,193
(AN INCREASE OF \$1,543,000)

(Under the administrative direction of
the Community Services Department)

WHEREAS, the County of DuPage heretofore accepted and appropriated the Low Income Home Energy Assistance Program HHS Grant FY23, Company 5000 - Accounting Unit 1420, pursuant to Resolution FI-R-0477-22 for the period October 1, 2022 through June 30, 2024; and

WHEREAS, the County of DuPage has been notified by the Illinois Department of Commerce and Economic Opportunity with Amendment No. 001 to Inter-Governmental Agreement No. 23-224028 (ATTACHMENT II) that additional grant funds in the amount of \$1,543,000 (ONE MILLION, FIVE HUNDRED FORTY-THREE THOUSAND AND NO/100 DOLLARS) are available to be used to assist low-income DuPage County residents by offsetting the rising cost of home energy through direct financial assistance, energy counseling, outreach, and education; and

WHEREAS, no additional County funds are required to receive this additional funding; and

WHEREAS, acceptance of this additional funding does not add any additional subsidy from the County; and

WHEREAS, the County Board finds that the need to appropriate said additional funding creates an emergency within the meaning of the Counties Act, Budget Division, (55 ILCS 5/6-1003).

NOW, THEREFORE, BE IT RESOLVED by the DuPage County Board that Amendment No. 001 to Inter-Governmental Agreement No. 23-224028 (ATTACHMENT II) be and is hereby accepted; and

BE IT FURTHER RESOLVED by the DuPage County Board that the additional appropriation on the attached sheet (ATTACHMENT I) in the amount of \$1,543,000 (ONE MILLION, FIVE HUNDRED FORTY-THREE THOUSAND AND NO/100 DOLLARS) be made and added to the Low Income Home Energy Assistance Program HHS Grant FY23, Company 5000 - Accounting Unit 1420 and that the program continue as originally approved in all other respects; and

BE IT FURTHER RESOLVED that should state and/or federal funding cease for this grant, the Human Services Committee shall review the need for continuing the specified program and related head count; and

BE IT FURTHER RESOLVED that should the Human Services Committee determine the need for other funding is appropriate, it may recommend action to the County Board by resolution.

Enacted and approved this 13th day of June, 2023 at Wheaton, Illinois.

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____

JEAN KACZMAREK, COUNTY CLERK

ATTACHMENT I

ADDITIONAL APPROPRIATION FOR THE
LOW INCOME HOME ENERGY ASSISTANCE PROGRAM HHS GRANT FY23
INTER-GOVERNMENTAL AGREEMENT NO. 23-224028
COMPANY 5000 – ACCOUNTING UNIT 1420
\$1,543,000

REVENUE

41000-0002 - Federal Operating Grant - HHS \$ 1,543,000

TOTAL ANTICIPATED REVENUE \$ 1,543,000

EXPENDITURES

PERSONNEL

50000-0000 - Regular Salaries	\$ 160,000
50010-0000 - Overtime	5,231
51010-0000 - Employer Share I.M.R.F.	16,854
51030-0000 - Employer Share Social Security	12,640
51040-0000 - Employee Med & Hosp Insurance	20,127
51050-0000 - Flexible Benefit Earnings	<u>1,000</u>

TOTAL PERSONNEL \$ 215,852

CONTRACTUAL

53804-0000 - Postage & Postal Charges	168
53821-0000 - Energy Grants	<u>1,326,980</u>

TOTAL CONTRACTUAL \$ 1,327,148

TOTAL ADDITIONAL APPROPRIATION \$ 1,543,000



Illinois
Department of Commerce
& Economic Opportunity

April 10, 2023

Ms. Mary Keating
Executive Director
DUPAGE COUNTY
421 N COUNTY FARM RD
Wheaton, IL 60187-3978

Re: Grant No. 23-224028

Dear Ms. Keating:

Enclosed is your fully executed copy of the modification/waiver to the above referenced grant agreement (the "Agreement"). Please retain this copy in your files for reference during the administration of the grant and for future audit and monitoring purposes.

Please be advised that the requested modification/waiver was approved based on information provided by your agency/organization. Pursuant to Section 3.7 of the pre-GATA Agreement, or Article XII of the post-GATA Agreement, as applicable, you are hereby reminded that: (i) during the time period specified in the Agreement, the Grantee is required to maintain books, records and supporting documents related to all disbursements of funds provided under the Agreement, including those which are the subject of the modification/waiver; and (ii) the Grantee's failure to maintain and provide such records during a subsequent monitoring or audit conducted in accordance with applicable provisions of the Agreement, shall establish a presumption in favor of the Department for the recovery of funds for which adequate documentation is not available.

Should you have any questions regarding the modification/waiver, please contact your DCEO Grant Manager.

Sincerely,

Signature on File

Kristin A. Richards
Director

cc: DCEO Grant Manager

www.ildceo.net

500 East Monroe
Springfield, Illinois 62701-1643
217/782-7500 · TDD: 800/785-6055

100 West Randolph Street, Suite 3-400
Chicago, Illinois 60601-3219
312/814-7179 · TDD: 800/785-6055

2309 West Main, Suite 118
Marion, Illinois 62959-1180
618/997-4394 · TDD: 800/785-6055

AMENDMENT TO THE GRANT AGREEMENT



BETWEEN
THE STATE OF ILLINOIS, DEPARTMENT OF COMMERCE AND ECONOMIC OPPORTUNITY
AND
DuPage County

The Illinois Department of Commerce and Economic Opportunity (Grantor) with its principal office at 607 E Adams St, Springfield, IL 62701, and DuPage County (Grantee), with its principal office at 421 North County Farm Road, Wheaton, IL 60187-3978, and payment address (if different than principal office) at N/A, hereby agree that the following amendment (Amendment) shall amend the Grant Agreement (Agreement), which is described below. Grantor and Grantee are collectively referred to herein as "Parties" or individually as a "Party."

All terms and conditions set forth in the original Agreement and any subsequent amendment, but not amended herein, shall remain in full force and effect as written. In the event of a conflict, the terms of this Amendment shall prevail. This Amendment is authorized by Paragraph 26.5 of the Agreement.

WHEREAS, it is the intent of the Parties to perform consistent with all terms herein and pursuant to the duties and responsibilities imposed by Grantor under the laws of the State of Illinois and in accordance with the terms, conditions and provisions hereof.

NOW, THEREFORE, in consideration of the foregoing and the mutual agreements contained in the Agreement and herein, and for other good and valuable consideration, the value, receipt and sufficiency of which are acknowledged, the Parties hereto agree as follows:

ARTICLE I
AWARD AND AMENDMENT INFORMATION AND CERTIFICATION

- 1.1. Original Agreement. The Agreement, numbered 23-224028, has an original term from 10/01/2022 to 06/30/2024.
- 1.2. Prior Amendments. Below is the list of all prior amendments to the Agreement (mark N/A if none):

Amendment Number	Effective Date (MM/DD/YYYY)
N/A	

- 1.3. Current Agreement Term. The Agreement expires on 06/30/2024, unless terminated pursuant to the Agreement.
- 1.4. Item(s) Altered. Identify which of the following Agreement elements are amended herein (check all that apply):

- | | |
|--|--|
| <input type="checkbox"/> Exhibit A (Project Description) | <input type="checkbox"/> Award Term |
| <input type="checkbox"/> Exhibit B (Deliverables/Milestones) | <input checked="" type="checkbox"/> Award Amount |
| <input checked="" type="checkbox"/> Exhibit C (Payment) | <input type="checkbox"/> PART TWO (Grantor-Specific Terms) |
| <input type="checkbox"/> Exhibit D (Contact Information) | <input type="checkbox"/> PART THREE (Project-Specific Terms) |
| <input type="checkbox"/> Exhibit E (Performance Measures) | <input type="checkbox"/> Budget |
| <input type="checkbox"/> Exhibit F (Performance Standards) | <input checked="" type="checkbox"/> Budget (Unilateral) |

☐ Exhibit G (Specific Conditions)

☐ Funding Source

☐ Other (specify):

- 1.5. Effective Date. This Amendment shall be effective on N/A. If an effective date is not identified in this Paragraph, the Amendment shall be effective upon the last dated signature of the Parties.
- 1.6. Certification. Grantee certifies under oath that (1) all representations made in this Amendment are true and correct and (2) all Grant Funds awarded pursuant to the Agreement shall be used only for the purpose(s) described therein, including all subsequent amendments. Grantee acknowledges that the Award is made solely upon this certification and that any false statements, misrepresentations, or material omissions shall be the basis for immediate termination of the Agreement and repayment of all Grant Funds.
- 1.7. Signatures. In witness whereof, the Parties hereto have caused this Amendment to be executed by their duly authorized representatives.

ILLINOIS DEPARTMENT OF COMMERCE AND
ECONOMIC OPPORTUNITY

Signature on File

DuPage County

Signature on File

By: Megan Cochran
3 Accounting Manager

By: Kristin A. Richards
Signature of Kristin A. Richards, Director

By: Unilateral Amendment – No Signature Required
Signature of Authorized Representative

Date: _____

By: _____
Signature of Designee

Printed Name: _____

Date: 4/5/2023

Printed Title: _____

Printed Name: _____

Email: _____

Printed Title: _____

Designee

By: _____
Signature of First Other Approver, if Applicable

Date: _____

Printed Name: _____

Printed Title: _____

Other Approver

By: _____
Signature of Second Other Approver, if Applicable

Date: _____

Printed Name: _____

Printed Title: _____
Second Other Approver

THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK.

ARTICLE II
AMENDMENTS

- 2.1. The first line of exhibit C is amended as follows: Grantee shall receive \$3,291,193 under this Agreement.
- 2.2. The first sentence of Paragraph 1.2 of the Agreement is amended as follows: Grant Funds shall not exceed \$3,291,193, of which \$3,291,193 are federal funds.
- 2.3. The Budget is amended by increasing Grant Funds as detailed in the attached revised Budget. This unilateral amendment is in accordance with Article XLI or paragraph 34.3 of the Agreement.

THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK.

STATE OF ILLINOIS		UNIFORM GRANT MODIFICATION BUDGET TEMPLATE		Commerce & Economic Opportunity	
Organization Name:	DuPage County	DUNS#	135836026	NOFO #	N/A
CSFA Number:	420-70-0090	CSFA Description:	Low Income Home Energy Assistance – HHS	Fiscal Year:	2023
SECTION A -- STATE OF ILLINOIS FUNDS				Grant #	23-224028
Revenues				TOTAL REVENUE	
(a). State of Illinois Modification Amount Requested (Total Modification Allocation)				\$ 1,543,000.00	
BUDGET SUMMARY STATE OF ILLINOIS FUNDS					
Budget Expenditure Categories	OMB Uniform Guidance Federal Awards	Current Approved Budget	Modification Amount	New Modified Budget	
PROGRAM SUPPORT					
101 Personnel (Salaries & Wages)	200.430	\$ 104,412.00	\$ 95,400.00	\$ 199,812.00	
102 Fringe Benefits	200.431	\$ 35,242.00	\$ 27,872.00	\$ 63,114.00	
103 Travel	200.474	\$ -	\$ -	\$ -	
104 Equipment (Not PCs and Laptops)	200.439	\$ -	\$ -	\$ -	
105 Supplies	200.94	\$ 201.00	\$ 168.00	\$ 369.00	
106 Contractual Services & Subawards	200.318 & 200.92	\$ -	\$ -	\$ -	
107 Consultant (Professional Services)	200.459	\$ -	\$ -	\$ -	
109 A Occupancy (Rent)	200.465	\$ -	\$ -	\$ -	
109 B Occupancy (Utilities)	200.452	\$ -	\$ -	\$ -	
Subtotal 109 (Occupancy Rent & Utilities)		\$ -	\$ -	\$ -	
111 Telecommunications		\$ -	\$ -	\$ -	
112 Training & Education	200.472	\$ -	\$ -	\$ -	
114 Miscellaneous Costs		\$ -	\$ -	\$ -	
SUBTOTAL 100s (Program Support)		\$ 139,855.00	\$ 123,440.00	\$ 263,295.00	
CLIENT BENEFITS					
201 Client Benefits		\$ 1,503,446.00	\$ 1,326,980.00	\$ 2,830,426.00	
202 Assurance 16--N/A for LIHEAP CARES or LIHEAP State		\$ -	\$ -	\$ -	
SUBTOTAL 200s (Client Benefits)		\$ 1,503,446.00	\$ 1,326,980.00	\$ 2,830,426.00	
ADMINISTRATION					
301 Direct Admin--Personnel (Salaries & Wages)	200.413 (c) & 200.430	\$ 76,190.00	\$ 69,831.00	\$ 146,021.00	
302 Direct Admin--Fringe Benefits	200.431	\$ 22,459.00	\$ 22,749.00	\$ 45,208.00	
303 Direct Admin--Travel	200.474	\$ 285.00	\$ -	\$ 285.00	
304 Direct Admin--Equipment (Not PCs and Laptops)	200.439	\$ -	\$ -	\$ -	
305 Direct Admin--Supplies	200.94	\$ 1,688.00	\$ -	\$ 1,688.00	
306 Direct Admin--Contractual Services & Subawards	200.318 & 200.92	\$ 3,134.00	\$ -	\$ 3,134.00	
307 Direct Admin--Consultant (Professional Services)	200.459	\$ -	\$ -	\$ -	
309 A Direct Admin--Occupancy (Rent)	200.465	\$ -	\$ -	\$ -	
309 B Direct Admin--Occupancy (Utilities)	200.452	\$ -	\$ -	\$ -	
Subtotal 309 (Occupancy Rent & Utilities)		\$ -	\$ -	\$ -	
311 Direct Admin--Telecommunications		\$ 283.00	\$ -	\$ 283.00	
312 Direct Admin--Training & Education	200.472	\$ 259.00	\$ -	\$ 259.00	
314 Direct Admin--Miscellaneous Costs		\$ 594.00	\$ -	\$ 594.00	
Total Direct Admin Costs		\$ 104,892.00	\$ 92,580.00	\$ 197,472.00	
317 Indirect Costs* (see below)	200.414	\$ -	\$ -	\$ -	
Rate %:					
Base Calculation Method:					
SUBTOTAL 300s (Administration)		\$ 104,892.00	\$ 92,580.00	\$ 197,472.00	
SPECIAL -- only with OCA Fiscal Pre-Approval					
406 Special Project Program		\$ -	\$ -	\$ -	
Total Direct Costs		\$ 1,748,193.00	\$ 1,543,000.00	\$ 3,291,193.00	
Total Indirect Costs		\$ -	\$ -	\$ -	
Total Costs for State Grant Funds		\$ 1,748,193.00	\$ 1,543,000.00	\$ 3,291,193.00	

From: [Vaughn, Garrett](#)
To: [mary.keating](#); [Martynowicz, Jeffrey](#); [Kinczyk, Geoffrey](#); [Halsall, Kerri](#)
Cc: [Moore, Ben](#); [Devos, Amy L.](#)
Subject: DuPage County Dept. of Human Resources 23-224028 Grant Modification to Increase Funds **Documents to be completed**
Date: Friday, February 10, 2023 3:28:00 PM
Attachments: [23-224 MOD Budget Template.xlsx](#)
[23-224 MTDC Calculator.xlsx](#)
[MOD Budget Template Instructions 4.17.20.docx](#)
[23-224 Indirect Calculator for Negotiated Rates.xlsx](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)
[image007.png](#)

To provide additional funds to serve LIHEAP customers in your service area, we will be processing a grant modification for your 23-224028 grant. The intent of these funds is to address additional need for services identified in your service territory. The allocation by line item is listed below.

For us to process the grant modification, you will need to submit the following items listed below. Also attached are the directions for completing the mod budget template.

- The attached MOD Budget Template completed and signed; and
- The applicable attached MTDC/NICRA Calculator completed and corresponding with the attached Budget.

Upload the required documents to the OCA Extranet, C/LAA Grant Application and Document Submissions, PY2023 on or before Tuesday, February 21st, 2023.

Agency:

-HHS LIHEAP Increase Mod Amount- (23-224)

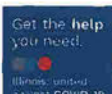
Category:

0100 Program Support	\$	123,440
0200 Client Assistance	\$	1,326,980
0300 Administration	\$	<u>92,580</u>
HHS Total:	\$	1,543,000

Garrett Vaughn, MPA
Fiscal Grants Coordinator
Office of Community Assistance
Illinois Department of Commerce & Economic Opportunity
Phone: (217) 685-0347
Email: Garrett.Vaughn@illinois.gov
www.illinois.gov/dceo



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GRANTEE CERTIFICATION		STATE OF ILLINOIS UNIFORM GRANT BUDGET TEMPLATE		AGENCY: Commerce & Economic Opportunity
Organization Name:		CSFA Description:	Low Income Home Energy Assistance -- HHS	NOFO #: N/A
CSFA #:	420-70-0090	DUNS #:	135836026	Fiscal Year(s): 2023
Grant #:	23-224028			

(2 CFR 200.415)

"By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate and that any false, fictitious, or fraudulent information or the omission of any material fact, could result in the immediate termination of my grant award(s).

DuPage County
Institution/Organization

Signature  Sign
at
ure
on
File


Jeffrey Martynowicz
Name of Official

Chief Financial Officer
Title

Chief Financial Officer (or equivalent)

2/24/23
Date of Execution

DuPage County
Institution/Organization

Signature  Sign
at
ure
on
File

Mary Keating
Name of Official

Director, DuPage County Community Services
Title

Executive Director (or equivalent)

2/24/23
Date of Execution

Note: The State awarding agency may change required signers based on the grantee's organizational structure. The required signers must have the authority to enter into contractual agreements on behalf of the organization.



HS Resolution

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

File #: HS-R-0052-23

Agenda Date: 6/6/2023

Agenda #: 14.A.

**APPROVAL OF ISSUANCE OF PAYMENTS BY DUPAGE COUNTY
TO ENERGY ASSISTANCE PROVIDERS THROUGH THE
LOW-INCOME HOME ENERGY ASSISTANCE PROGRAM HHS GRANT FY23
INTER-GOVERNMENTAL AGREEMENT NO. 23-224028
IN THE AMOUNT OF \$1,326,980**

WHEREAS, the County of DuPage receives grant funds and administers the Low-Income Home Energy Assistance Program (LIHEAP) Energy Assistance HHS Grant FY23 No. 23-224028, Company 5000 Accounting Unit 1420; and

WHEREAS, the energy assistance budget for the LIHEAP Energy Assistance HHS Grant FY23 No. 23-224028 has been increased by \$1,326,980 (ONE MILLION, THREE HUNDRED TWENTY-SIX THOUSAND, NINE HUNDRED EIGHTY AND NO/100 DOLLARS), by way of Amendment No. 001, to a new total of \$2,755,254 (TWO MILLION, SEVEN HUNDRED FIFTY-FIVE THOUSAND, TWO HUNDRED FIFTY-FOUR AND NO/100 DOLLARS); and

WHEREAS, the Illinois Department of Commerce and Economic Opportunity reviews energy assistance applications and directs the County as to the payment amount and the energy assistance provider to be paid; and

WHEREAS, all payments made for the LIHEAP Program are based on payment registers received from the Illinois Department of Commerce and Economic Opportunity; and

WHEREAS, the Human Services Committee recommends County Board approval for the issuance of payments for the LIHEAP Energy Assistance HHS Grant FY23 No. 23-224028, for the period October 1, 2022 through June 30, 2024 for energy assistance, in amounts not to exceed the total grant energy assistance budget.

NOW, THEREFORE, BE IT RESOLVED, that individual payments to provide energy assistance in accordance with the LIHEAP Energy Assistance HHS Grant FY23 No. 23-224028, Company 5000 Accounting Unit 1420, for the period October 1, 2022 through June 30, 2024, for Community Services/LIHEAP, be and it is hereby approved for issuance to the providers on the approved State of Illinois Registers, in amounts not exceeding the grant total of \$2,755,254 (TWO MILLION, SEVEN HUNDRED FIFTY-FIVE THOUSAND, TWO HUNDRED FIFTY-FOUR AND NO/100 DOLLARS).

Enacted and approved this 13th of June, 2023 at Wheaton, Illinois.

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____
JEAN KACZMAREK, COUNTY CLERK



HS Resolution

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

File #: HS-R-0053-23

Agenda Date: 6/6/2023

Agenda #: 14.B.

APPROVAL OF AMENDMENT ONE TO A HOUSING
AND COMMUNITY DEVELOPMENT JOINT RECIPIENT
COOPERATION AGREEMENT BETWEEN THE COUNTY OF DUPAGE
AND THE CITY OF WHEATON
(FOR FEDERAL FISCAL YEARS ENDING IN 2024, 2025, 2026 and
CONDITIONAL AUTOMATIC RENEWAL THEREAFTER)

WHEREAS, the United States Congress has enacted the Housing and Community Development Act of 1974, as amended, (hereinafter referred to as "ACT") providing federal financial assistance for various public improvements which will aid in preventing or eliminating blight, and which will assist in the provision of housing and housing opportunities; and

WHEREAS, the ACT provides that local units of government may enter into a joint recipient agreement in order to cooperatively address the purposes of the ACT; and

WHEREAS, the County and the City of Wheaton have determined that joint action is the most effective way to undertake and accomplish activities and purpose of said ACT; and

WHEREAS, the County and the City of Wheaton previously entered into a Joint Recipient Agreement on July 13, 1993 via Resolution number DC-0016-93, which agreement was automatically renewed thereafter for each succeeding urban county qualification period through federal fiscal years 2012, 2013 and 2014, which remained in effect until all funds, including program income or income generated from the expenditure of such funds, which may be received from the U.S. Department of Housing and Urban Development ("HUD") for such urban county qualification periods through 2014 have been expended, returned, or otherwise accounted for, to the satisfaction of HUD; and

WHEREAS, the County and City of Wheaton previously entered into a Joint Recipient Agreement on June 24, 2014 via Resolution DC-R-0128-14, which agreement automatically renews thereafter for each succeeding urban county qualification period, and it is the intention of the parties that such 2014 Joint Recipient Agreement will remain in effect until all funds, including program income or income generated from the expenditure of such funds, which may be received from the U.S. Department of Housing and Urban Development ("HUD") for such urban county qualification periods have been expended, returned, or otherwise accounted for, to the satisfaction of HUD, said Joint Recipient Agreement replaced the 1993 version; and

WHEREAS, HUD issued Notice CPD-23-02 on April 10, 2023, which provides instructions for Urban County Qualification for Participation in the Community Development Block Grant (CDBG) Program for Federal Fiscal Years (FYs) 2024-2026; and

WHEREAS, Section V. Cooperation Agreements of said Notice specifies standards which must be contained within all Cooperation Agreements; and

WHEREAS, Section V. H. has been updated to include additional provisions which must be explicitly contained within each Cooperation Agreement, and

WHEREAS, Section 4.4 of the 2014 Joint Recipient Agreement states prior to the automatic renewal of the Agreement for each succeeding three-year Urban County Qualification period, each party agrees to timely adopt any amendment to the Agreement incorporating necessary changes to meet the requirements for Cooperation Agreements set for in the Urban County Qualification Notice applicable to the subsequent three-year Urban County Qualification period, and to submit such amendment to HUD as provided in the Urban County Qualification Notice, and that such failure to comply will void the automatic renewal for such qualification period; and

WHEREAS, Amendment One to the Agreement is entered into for the purpose of incorporating additional provisions obligating the County and Village, which must be explicitly contained within said Agreement; and

WHEREAS, Upon approval by the DuPage County Board, Amendment One will be fully incorporated into the effective Housing and Community Development Joint Recipient Cooperation Agreement Between DuPage County and the City of Wheaton, adopted June 24, 2014 under Resolution DC-R-0128-14 (for federal fiscal years ending in 2024, 2025, 2026 and conditional automatic renewal thereafter); and

NOW, THEREFORE, BE IT RESOLVED, by the County Board that approval is given to incorporate said Amendment One to the Housing and Community Development Joint Recipient Cooperation Agreement Between DuPage County and the City of Wheaton (for federal fiscal years ending in 2024, 2025, 2026 and conditional automatic renewal thereafter) ("AGREEMENT"), a copy of which is attached hereto and made a part hereof; and

BE IT FURTHER RESOLVED, that the Chair of the DuPage County Board is authorized and directed to execute Amendment One, together with such additional documents as may be required in anticipation of, and strictly subject to, the Mayor of Wheaton executing the Amendment; and

BE IT FURTHER RESOLVED, that the Chair of the DuPage County Board is authorized and directed to execute an Amendment One to the Agreement 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 County Clerk be directed to send a copy of this Resolution to Mr. Donald Kathan, Director, Community Planning and Development, Attn: Mr. David Pray, U.S. Department of Housing and Urban Development, Chicago Area Office, Region V, 77 West Jackson Boulevard, Room 2400, Chicago, IL 60604-3507; Honorable Phillip J. Suess, Mayor of Wheaton, Civic Center, 303 W. Wesley St., Wheaton, IL 60187-0727; and a copy to the DuPage Community Development Commission.

Enacted and approved this 13th of June, 2023 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@dupageco.org

www.dupageco.org/community

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

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

DATE: May 24, 2023

SUBJECT: Amendment One to the Housing and Community Development Joint Recipient Cooperation Agreement between DuPage County and the City of Wheaton

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

Action Requested: Approval of Amendment One to the Housing and Community Development Joint Recipient Cooperation Agreement between DuPage County and the City of Wheaton incorporating additional provisions which must be explicitly contained within the Agreement, as reflected in the U.S. Department of Housing and Urban Development (HUD) Notice CPD-23-02, Instructions for Urban County Qualification for Participation in the CDBG for Fiscal Years 2024-2026, issued 04/10/2023.

Details: As part of DuPage County's requalification as a Community Development Block Grant (CDBG) Program Urban County for Federal fiscal years 2024, 2025, and 2026, the County has reviewed the existing Housing and Community Development Joint Recipient Agreement between DuPage County and the City of Wheaton enacted and approved 06/24/2014 under County Board Resolution #DC-R-0128-14. Review was completed to ensure the existing Agreement meets required standards established by the HUD within Section V. of Notice CPD-23-02, Instructions for Urban County Qualification for Participation in the CDBG for Fiscal Years 2024-2026, issued 04/10/2023.

Upon review, it was determined that HUD has added a requirement that cooperative agreements must include the obligation to sign the assurances and certifications in the HUD 424-B form. Therefore, Amendment One to the Housing and Community Development Joint Recipient Cooperation Agreement between DuPage County and the City of Wheaton has been prepared incorporating changes necessary to meet the requirements of cooperation agreements set forth in the above noted Urban County Qualification Notice applicable to the FY2024-2026 three-year urban county qualification period.

AMENDMENT ONE TO A HOUSING AND COMMUNITY DEVELOPMENT JOINT
RECIPIENT COOPERATION AGREEMENT BETWEEN THE COUNTY OF DUPAGE AND
THE CITY OF WHEATON

(FOR FEDERAL FISCAL YEARS ENDING IN 2024, 2025, 2026 &
CONDITIONAL AUTOMATIC RENEWAL THEREAFTER)

THIS AMENDMENT ONE TO THE HOUSING AND COMMUNITY DEVELOPMENT JOINT RECIPIENT COOPERATION AGREEMENT is entered into this 13th day of June, 2023 by and between the COUNTY OF DU PAGE, Illinois, a body politic and corporate, with a principal place of business located at 421 N. County Farm Road, Wheaton, IL 60187 (hereinafter called “COUNTY”) and the CITY OF WHEATON, an Illinois Municipal Corporation with a principal place of business located at 303 W. Wesley St., Wheaton, IL 60187, (hereinafter called “CITY”).

The purpose of this AMENDMENT ONE TO AGREEMENT is to amend an existing Housing and Community Development Joint Cooperation Agreement, between the above parties, which was adopted by Resolution DC-R-0128-14 on 06/24/2014, for the purpose of incorporating additional provisions obligating the COUNTY and CITY, which must be explicitly contained within said AGREEMENT, as reflected in Notice CPD-23-02 issued 04/10/2023.

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 amendment of the terms of the AGREEMENT in accordance with Section 4.4. of the Agreement:

1. Section 3.5 is hereby deleted in its entirety and replaced with the following herewith, “The CITY and COUNTY agree to take all required actions to assure compliance with the COUNTY’S certification under section 104(b) of the Title I of the Housing and Community Development Act of 1974, including signing assurances and certifications in the HUD 424-B. In addition, the grant will be conducted and administered in conformity with the National Environmental Policy Act and related Federal authorities, Uniform Relocation Assistance Act and Real Property Acquisition Policies Act of 1970, as amended, Title VI of the Civil Rights Act of 1964, and the implementing regulations at 24 CFR part 1, and the Fair Housing Act, and the implementing regulations at 24 CFR part 100, and will affirmatively further fair housing. Both the COUNTY and VILLAGE have the obligation to comply with section 109 of Title I of the Housing and Community Development Act of 1974, and the implementing regulations at 24 CFR part 6, which incorporates Section 504 of the Rehabilitation Act of 1973, and the implementing regulations at 24 CFR part 8, Title II of the Americans with Disabilities Act, and the implementing regulations at 28 CFR part 35, the Age Discrimination Act of 1975, and the implementing regulation at 24 CFR part 146, and Section 3 of the Housing and Urban Development Act of 1968, and all other applicable Federal, State, and local laws.”

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 Amendment on the dates recited below:

CITY OF WHEATON, a Municipal Corporation
in the State of Illinois

By: _____
Phillip J. Suess, Mayor

Date: _____

Attest: _____

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



File #: HS-R-0054-23

Agenda Date: 6/6/2023

Agenda #: 14.C.

APPROVAL OF AMENDMENT ONE TO A HOUSING
AND COMMUNITY DEVELOPMENT JOINT RECIPIENT
COOPERATION AGREEMENT BETWEEN THE COUNTY OF DUPAGE
AND THE VILLAGE OF DOWNERS GROVE
(FOR FEDERAL FISCAL YEARS ENDING IN 2024, 2025, 2026 &
CONDITIONAL AUTOMATIC RENEWAL THEREAFTER)

WHEREAS, the United States Congress has enacted the Housing and Community Development Act of 1974, as amended, (hereinafter referred to as "ACT") providing federal financial assistance for various public improvements which will aid in preventing or eliminating blight, and which will assist in the provision of housing and housing opportunities; and

WHEREAS, the ACT provides that local units of government may enter into a joint recipient agreement in order to cooperatively address the purposes of the ACT; and

WHEREAS, the County and the Village of Downers Grove have determined that joint action is the most effective way to undertake and accomplish activities and purpose of said ACT; and

WHEREAS, the County and the Village of Downers Grove previously entered into a Joint Recipient Agreement on July 23, 1996 via Resolution number DC-0049-96, which agreement was automatically renewed thereafter for each succeeding urban county qualification period through federal fiscal years 2012, 2013 and 2014, which remained in effect until all funds, including program income or income generated from the expenditure of such funds, which may be received from the U.S. Department of Housing and Urban Development ("HUD") for such urban county qualification periods through 2014 have been expended, returned, or otherwise accounted for, to the satisfaction of HUD; and

WHEREAS, the County and Village of Downers Grove previously entered into a Joint Recipient Agreement on June 24, 2014 via Resolution DC-R-0127-14, which agreement automatically renews thereafter for each succeeding urban county qualification period, and it is the intention of the parties that such 2014 Joint Recipient Agreement will remain in effect until all funds, including program income or income generated from the expenditure of such funds, which may be received from the U.S. Department of Housing and Urban Development ("HUD") for such urban county qualification periods have been expended, returned, or otherwise accounted for, to the satisfaction of HUD, said Joint Recipient Agreement replaced the 1996 version; and

WHEREAS, HUD issued Notice CPD-23-02 on April 10, 2023, which provides instructions for Urban County Qualification for Participation in the Community Development Block Grant (CDBG) Program for Federal Fiscal Years (FYs) 2024-2026; and

WHEREAS, Section V. Cooperation Agreements of said Notice specifies standards which must be contained within all Cooperation Agreements; and

WHEREAS, Section V. H. has been updated to include additional provisions which must be explicitly contained within each Cooperation Agreement; and

WHEREAS, Section 4.4 of the 2014 Joint Recipient Agreement states prior to the automatic renewal of the Agreement for each succeeding three-year Urban County Qualification period, each party agrees to timely adopt any amendment to the Agreement incorporating necessary changes to meet the requirements for Cooperation Agreements set for in the Urban County Qualification Notice applicable to the subsequent three-year Urban County Qualification period, and to submit such amendment to HUD as provided in the Urban year Urban County Qualification period, and to submit such amendment to HUD as provided in the Urban County Qualification Notice, and that such failure to comply will void the automatic renewal for such qualification period; and

WHEREAS, Amendment One to the Agreement is entered into for the purpose of incorporating additional provisions obligating the County and Village, which must be explicitly contained within said Agreement; and

WHEREAS, Upon approval by the DuPage County Board, Amendment One will be fully incorporated into the effective Housing and Community Development Joint Recipient Cooperation Agreement Between DuPage County and the Village of Downers Grove, adopted June 24, 2014 under Resolution DC-R-0127-14 (for federal fiscal years ending in 2024, 2025, 2026 and conditional automatic renewal thereafter); and

NOW, THEREFORE, BE IT RESOLVED, by the County Board that approval is given to incorporate said Amendment One to the Housing and Community Development Joint Recipient Cooperation Agreement Between DuPage County and the Village of Downers Grove (for federal fiscal years ending in 2024, 2025, 2026 and conditional automatic renewal thereafter) ("AGREEMENT"), a copy of which is attached hereto and made a part hereof; and

BE IT FURTHER RESOLVED, that the Chair of the DuPage County Board is authorized and directed to execute Amendment One, together with such additional documents as may be required in anticipation of, and strictly subject to, the Mayor of Downers Grove executing the Amendment; and

BE IT FURTHER RESOLVED, that the Chair of the DuPage County Board is authorized and directed to execute an Amendment One to the Agreement 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 County Clerk be directed to send a copy of this Resolution to Mr. Donald Kathan, Director, Community Planning and Development, Attn: Mr. David Pray, U.S. Department of Housing and Urban Development, Chicago Area Office, Region V, 77 West Jackson Boulevard, Room 2400, Chicago, IL 60604-3507; Honorable Bob Barnett, Mayor of Downers Grove, Civic Center, 801 Burlington Avenue, Downers Grove, IL 60515-4776; and a copy to the DuPage Community Development Commission.

Enacted and approved this 13th of June, 2023 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@dupageco.org

www.dupageco.org/community

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

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

DATE: May 19, 2023

SUBJECT: Amendment One to the Housing and Community Development Joint Recipient Cooperation Agreement between DuPage County and the Village of Downers Grove

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

Action Requested: Approval of Amendment One to the Housing and Community Development Joint Recipient Cooperation Agreement between DuPage County and the Village of Downers Grove incorporating additional provisions which must be explicitly contained within the Agreement, as reflected in the U.S. Department of Housing and Urban Development (HUD) Notice CPD-23-02, Instructions for Urban County Qualification for Participation in the CDBG for Fiscal Years 2024-2026, issued 04/10/2023.

Details: As part of DuPage County's requalification as a Community Development Block Grant (CDBG) Program Urban County for Federal fiscal years 2024, 2025, and 2026, the County has reviewed the existing Housing and Community Development Joint Recipient Agreement between DuPage County and the Village of Downers Grove enacted and approved 06/24/2014 under County Board Resolution #DC-R-0127-14. Review was completed to ensure the existing Agreement meets required standards established by the HUD within Section V. of Notice CPD-23-02, Instructions for Urban County Qualification for Participation in the CDBG for Fiscal Years 2024-2026, issued 04/10/2023.

Upon review, it was determined that HUD has added a requirement that cooperative agreements must include the obligation to sign the assurances and certifications in the HUD 424-B form. Therefore, Amendment One to the Housing and Community Development Joint Recipient Cooperation Agreement between DuPage County and the Village of Downers Grove has been prepared incorporating changes necessary to meet the requirements of cooperation agreements set forth in the above noted Urban County Qualification Notice applicable to the FY2024-2026 three-year urban county qualification period.

AMENDMENT ONE TO A HOUSING AND COMMUNITY DEVELOPMENT JOINT
RECIPIENT COOPERATION AGREEMENT BETWEEN THE COUNTY OF DUPAGE AND
THE VILLAGE OF DOWNERS GROVE
(FOR FEDERAL FISCAL YEARS ENDING IN 2024, 2025, 2026 &
CONDITIONAL AUTOMATIC RENEWAL THEREAFTER)

THIS AMENDMENT ONE TO THE HOUSING AND COMMUNITY DEVELOPMENT JOINT RECIPIENT COOPERATION AGREEMENT is entered into this 13th day of June, 2023 by and between the COUNTY OF DU PAGE, Illinois, a body politic and corporate, with a principal place of business located at 421 N. County Farm Road, Wheaton, IL 60187 (hereinafter called “COUNTY”) and the VILLAGE OF DOWNERS GROVE, an Illinois Municipal Corporation with a principal place of business located at 801 Burlington Avenue, Downers Grove, Illinois, 60515, (hereinafter called “VILLAGE”).

The purpose of this AMENDMENT ONE TO AGREEMENT is to amend an existing Housing and Community Development Joint Cooperation Agreement, between the above parties, which was adopted by Resolution DC-R-0127-14 on 06/24/2014, for the purpose of incorporating additional provisions obligating the COUNTY and VILLAGE, which must be explicitly contained within said AGREEMENT, as reflected in Notice CPD-23-02 issued 04/10/2023.

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 amendment of the terms of the AGREEMENT in accordance with Section 4.4. of the Agreement:

1. Section 3.5 is hereby deleted in its entirety and replaced with the following herewith, “The VILLAGE and COUNTY agree to take all required actions to assure compliance with the COUNTY’S certification under section 104(b) of the Title I of the Housing and Community Development Act of 1974, including signing assurances and certifications in the HUD 424-B. In addition, the grant will be conducted and administered in conformity with the National Environmental Policy Act and related Federal authorities, Uniform Relocation Assistance Act and Real Property Acquisition Policies Act of 1970, as amended, Title VI of the Civil Rights Act of 1964, and the implementing regulations at 24 CFR part 1, and the Fair Housing Act, and the implementing regulations at 24 CFR part 100, and will affirmatively further fair housing. Both the COUNTY and VILLAGE have the obligation to comply with section 109 of Title I of the Housing and Community Development Act of 1974, and the implementing regulations at 24 CFR part 6, which incorporates Section 504 of the Rehabilitation Act of 1973, and the implementing regulations at 24 CFR part 8, Title II of the Americans with Disabilities Act, and the implementing regulations at 28 CFR part 35, the Age Discrimination Act of 1975, and the implementing regulation at 24 CFR part 146, and Section 3 of the Housing and Urban Development Act of 1968, and all other applicable Federal, State, and local laws.”

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 Amendment on the dates recited below:

VILLAGE OF DOWNERS GROVE, a Municipal Corporation
in the State of Illinois

By: _____
Bob Barnett, Mayor

Date: _____

Attest: _____

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



Care Center Requisition \$30,000 and Over

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

File #: HS-P-0057-23

Agenda Date: 6/6/2023

Agenda #: 14.D.

AWARDING RESOLUTION ISSUED TO
PRESCRIPTION SUPPLY, INC.
TO PROVIDE SECONDARY PHARMACEUTICALS (WHOLESALE)
FOR IN-HOUSE CLOSE SHOP PHARMACY
FOR THE DUPAGE CARE CENTER
(CONTRACT TOTAL AMOUNT \$60,000.00)

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

WHEREAS, the Human Services Committee recommends County Board approval for the issuance of a contract to Prescription Supply Inc., to provide secondary pharmaceuticals (wholesale) for in-house close shop Pharmacy, for the period of June 19, 2023 through June 18, 2024, for the DuPage Care Center.

NOW, THEREFORE BE IT RESOLVED, that said contract is to provide secondary pharmaceuticals (wholesale) for in-house close shop Pharmacy, for the period of June 19, 2023 through June 18, 2024 for the DuPage Care Center per renewal under bid #22-039-DCC, be, and it is hereby approved for the issuance of a contract purchase order by the Procurement Division to Prescription Supply, Inc., 2233 Tracy Road, Northwood, Ohio 43619, for a contract total amount of \$60,000.00.

Enacted and approved this June 13, 2023 at Wheaton, Illinois.

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____

JEAN KACZMAREK, COUNTY CLERK



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

SECTION 1: DESCRIPTION

General Tracking		Contract Terms	
FILE ID#: 23-1741	RFP, BID, QUOTE OR RENEWAL #: 22-039-DCC	INITIAL TERM WITH RENEWALS: 1 YR + 3 X 1 YR TERM PERIODS	INITIAL TERM TOTAL COST: \$60,000.00
COMMITTEE: HUMAN SERVICES	TARGET COMMITTEE DATE: 06/06/2023	PROMPT FOR RENEWAL: 3 MONTHS	CONTRACT TOTAL COST WITH ALL RENEWALS: \$240,000.00
	CURRENT TERM TOTAL COST: \$60,000.00	MAX LENGTH WITH ALL RENEWALS: FOUR YEARS	CURRENT TERM PERIOD: FIRST RENEWAL
Vendor Information		Department Information	
VENDOR: Prescription Supply	VENDOR #: 28804	DEPT: DuPage Care Center	DEPT CONTACT NAME: Jonathan Klimek
VENDOR CONTACT: Elaine Polizzi	VENDOR CONTACT PHONE: 419-661-6600 x219	DEPT CONTACT PHONE #: 630-784-4275	DEPT CONTACT EMAIL: jonathan.klimek@dupageco.org
VENDOR CONTACT EMAIL: epolizzi@rxsupply.com	VENDOR WEBSITE:	DEPT REQ #: 7387	
Overview			
DESCRIPTION Identify scope of work, item(s) being purchased, total cost and type of procurement (i.e., lowest bid, RFP, renewal, sole source, etc.). Contract to provide Secondary Pharmaceuticals (wholesale pharmaceuticals) for in-house close shop pharmacy for the DuPage Care Center, for a contract total not to exceed \$60,000, for the period June 19, 2023 through June 18, 2024, per renewal under bid #22-039-DCC.			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished Wholesale pharmaceuticals that have competitive pricing.			

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

STRATEGIC IMPACT	Select an item from the following dropdown menu of County's strategic priorities that this action will most impact.
SOURCE SELECTION	Describe method used to select source.
RECOMMENDATION AND TWO ALTERNATIVES	Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request, including status quo, (i.e., take no action).

SECTION 4: SOLE SOURCE MEMO/JUSTIFICATION

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

SECTION 5: Purchase Requisition Information

<i>Send Purchase Order To:</i>		<i>Send Invoices To:</i>	
Vendor: Prescription Supply	Vendor#: 28804	Dept: DuPage Care Center	Division: Pharmacy Department
Attn: Elaine Pollizzi	Email: epollizzi@rxsupply.com	Attn: Jonathan Klimek	Email: jonathan.klimek@dupageco.org
Address: 2233 Tracy Road	City: Northwood	Address: 400 N. County Farm Road	City: Wheaton
State: Ohio	Zip: 43619	State: IL	Zip: 60187
Phone: 419-661-6600	Fax:	Phone: 630-784-4275	Fax:
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Prescription Supply	Vendor#: 28804	Dept: DuPage Care Center	Division: Pharmacy Department
Attn:	Email:	Attn: Jonathan Klimek	Email: Jonathan.klimek@dupageco.org
Address: 2233 Tracy Road	City: Northwood	Address: 400 N. County Farm Road	City: Wheaton
State: Ohio	Zip: 43619	State: IL	Zip: 60187
Phone: 419-661-6600	Fax:	Phone: 630-784-4275	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): June 19, 2023	Contract End Date (PO25): June 18, 2024
Contract Administrator (PO25): Christine Kliebhan			

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		Secondary Pharmaceuticals	FY23	1200	2085	52300		25,000.00	25,000.00
2	1	EA		Secondary Pharmaceuticals	FY24	1200	2085	52300		35,000.00	35,000.00
FY is required, assure the correct FY is selected.										Requisition Total	\$ 60,000.00

Comments	
HEADER COMMENTS	Provide comments for P020 and P025. Contract to provide Secondary Pharmaceuticals (wholesale pharmaceuticals) for in-house close shop pharmacy for the DuPage Care Center, for a contract total not to exceed \$60,000, for the period June 19, 2023 through June 18, 2024, per renewal under bid #22-039-DCC.
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO. June 6, 2023 Human Services Committee June 13, 2023 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 following documents have been attached: ☐ W-9 ☒ Vendor Ethics Disclosure Statement



AMENDMENT FOR CONTRACT RENEWAL

This contract, made and entered into by The County of DuPage, 421 North County Farm Road, Wheaton, Illinois, 60187, hereinafter called the "COUNTY" and Prescription Supply, Inc. located at 2233 Tracy Road, Northwood, Ohio 43619, hereinafter called the "CONTRACTOR", witnesseth;

The COUNTY and the CONTRACTOR have previously entered into a Contract, pursuant to Bid #22-039-DCC which became effective on 06/19/2022 and which will expire 06/18/2023. The contract is subject to a 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 06/18/2024.

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

CONTRACTOR

[Redacted Signature]

SIGNATURE

ELAINE Polizzi

PRINTED NAME

VP of Sales/Marketing

PRINTED TITLE

4/18/23

DATE

THE COUNTY OF DUPAGE

SIGNATURE

Donna Weidman

PRINTED NAME

Buyer II

PRINTED TITLE

DATE



THE COUNTY OF DUPAGE
FINANCE - PROCUREMENT
SECONDARY PHARMACEUTICALS FOR CARE CENTER 22-039-DCC
BID TABULATION

					PRESCRIPTION SUPPLY, INC.	
NO.	ITEM	STRENGTH	UOM	PACKAGING COUNT	NDC	PRICE
1	Aspirin-Dipyridamole ER	10 mg	BTL	60	68462-0405-60	\$ 24.06
2	Atorvastatin	20 mg	BTL	1000	16729-0045-17	\$ 19.95
3	Donepezil	10 mg	BTL	1000	71093-0128-06	\$ 22.60
4	Duloxetine DR	60 mg	BTL	1000	27241-0099-90	\$ 66.06
5	Galantamine	12 mg	BTL	60	57237-0051-60	\$ 10.98
6	Gabapentin	300 mg	BTL	1000	50228-0180-10	\$ 26.81
7	Hydralazine	50 mg	BTL	1000	31722-0521-10	\$ 29.48
8	Metformin	1,000 mg	BTL	1000	67877-0563-10	\$ 18.98
9	Potassium Chloride ER Caps.	10 mEq	BTL	500	68180-0799-02	\$ 27.61
10	Potassium Chloride ER Tabs.	20 mEq	BTL	500	68462-0472-05	\$ 41.32
11	Sevelamer	80mg	BTL	270	55111-0789-27	\$ 45.71
12	Simvastatin	40 mg	BTL	1000	16729-0006-17	\$ 25.96
					GRAND TOTAL	\$ 359.52

NOTES

Bid Opening 05/19/2022 @ 2:30 PM	DW,NE
Invitations Sent	29
Total Vendors Requesting Documents	1
Total Bid Responses	1

SECTION 7 - BID FORM PRICING

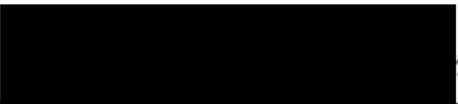
Items shown are for bid analysis purposes only. Shipping and freight for goods must be included in Bid Price.

PLEASE SUBMIT A FULL PRICE LIST INCLUDING ALL ITEMS.

NO	ITEM	NDC	STRENGTH	UOM	PACKAGING COUNT	PRICE
1	Aspirin-Dipyridamole ER	68462-0405-60	10 mg	BTL	60	\$24.06
2	Atorvastatin	16729-0045-17	20 mg	BTL	1000	\$19.95
3	Donepezil	71093-0128-06	10 mg	BTL	1000	\$22.60
4	Duloxetine DR	27241-0099-90	60 mg	BTL	1000	\$66.06
5	Galantamine	57237-0051-60	12 mg	BTL	60	\$10.98
6	Gabapentin	50228-0180-10	300 mg	BTL	1000	\$26.81
7	Hydralazine	31722-0521-10	50 mg	BTL	1000	\$29.48
8	Metformin	67877-0563-10	1,000 mg	BTL	1000	\$18.98
9	Potassium Chloride ER Caps.	68180-0799-02	10 mEq	BTL	500	\$27.61
10	Potassium Chloride ER Tabs.	68462-0472-05	20 mEq	BTL	500	\$41.32
11	Sevelamer	55111-0789-27	80mg	BTL	270	\$45.71
12	Simvastatin	16729-0006-17	40 mg	BTL	1000	\$25.96
GRAND TOTAL						\$ 359.52
GRAND TOTAL (In words) Three hundred fifty-nine and 52/100 dollars						

SECTION 8 - BID FORM SIGNATURE PAGE

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

X  VP-Admin, Designated Representative
(Signature and Title)

CORPORATE SEAL
(If available)

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

Subscribed and sworn to before me this 5th day of May AD, 20 22

 My Commission Expires: 8/2026
(Notary Public)



SARAH MARIE DEILY
Notary Public
State of Ohio
My Comm. Expires
August 15, 2026



Required Vendor Ethics Disclosure Statement

Failure to complete and return this form may result in delay or cancellation of the County's Contractual Obligation.

Date:

4/18/23

Bid/Contract/PO #:

Company Name: <u>Prescription Supply, Inc</u>	Company Contact: <u>ELAINE Polizzi</u>
Contact Phone: <u>419-661-6600 ext 219</u>	Contact Email: <u>epolizzi@rxsupply.com</u>

The DuPage County Procurement Ordinance requires the following written disclosures prior to award:

- 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 resulting in an aggregate amount at or in excess of \$25,000, shall provide to Procurement Services Division a written disclosure of all political campaign contributions made by such contractor, union, or vendor within the current and previous calendar year to any incumbent county board member, county board chairman, or countywide elected official whose office the contract to be awarded will benefit. 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.

☒ NONE (check here) - If no contributions have been made

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.

☒ NONE (check here) - If no contacts have been made

Lobbyists, Agents and Representatives and all individuals who are or will be having contact with county officers or employees in relation to the contract or bid	Telephone	Email

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 disclosure is required, and I agree 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 for the county's ethics and procurement policies and ordinances are available at:

<https://www.dupageco.org/CountyBoard/Policies/>

I hereby acknowledge that I have read and understand the requirements.

Authorized Signature

[Redacted Signature]

Printed Name

ELAINE Polizzi

Title

VP of Sales/Marketing

Date

4/18/23

Attach additional sheets if necessary. Sign each sheet and number each page. PAGE 1 OF 1 (total number of pages)



Care Center Requisition \$30,000 and Over

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

File #: HS-P-0058-23

Agenda Date: 6/6/2023

Agenda #: 14.E.

AWARDING RESOLUTION ISSUED TO
THE STANDARD COMPANIES
TO PROVIDE TRASH CAN LINERS
FOR THE DUPAGE CARE CENTER
(CONTRACT TOTAL AMOUNT \$75,000.00)

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

WHEREAS, the Human Services Committee recommends County Board approval for the issuance of a contract to The Standard Companies, to provide trash can liners, for the period of June 23, 2023 through June 22, 2024, for the DuPage Care Center.

NOW, THEREFORE BE IT RESOLVED, that said contract is to provide trash can liners, for the period of June 23, 2023 through June 22, 2024 for the DuPage Care Center per , bid renewal #21-036-FM be, and it is hereby approved for the issuance of a contract purchase order by the Procurement Division, The Standard Companies, 2601 South Archer Avenue, Chicago, Illinois 60608, for a contract total amount of \$75,000.00.

Enacted and approved this 13th day of June, 2023 at Wheaton, Illinois.

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____

JEAN KACZMAREK, COUNTY CLERK



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

SECTION 1: DESCRIPTION

General Tracking		Contract Terms	
FILE ID#: 23-1878	RFP, BID, QUOTE OR RENEWAL #: 21-036-FM	INITIAL TERM WITH RENEWALS: 1 YR + 3 X 1 YR TERM PERIODS	INITIAL TERM TOTAL COST: \$146,645.00
COMMITTEE: HUMAN SERVICES	TARGET COMMITTEE DATE: 06/06/2023	PROMPT FOR RENEWAL: 3 MONTHS	CONTRACT TOTAL COST WITH ALL RENEWALS: \$296,645.00
	CURRENT TERM TOTAL COST: \$75,000.00	MAX LENGTH WITH ALL RENEWALS: FOUR YEARS	CURRENT TERM PERIOD: FIRST RENEWAL
Vendor Information		Department Information	
VENDOR: The Standard Companies	VENDOR #: 37837	DEPT: DuPage Care Center	DEPT CONTACT NAME: Vinit Patel
VENDOR CONTACT: Lee Ann White	VENDOR CONTACT PHONE: 312-225-2777	DEPT CONTACT PHONE #: 630-784-4273	DEPT CONTACT EMAIL: vinit.patel@dupageco.org
VENDOR CONTACT EMAIL: lwhite@thestandardcompanies.com	VENDOR WEBSITE:	DEPT REQ #: 7392	
Overview			
DESCRIPTION Identify scope of work, item(s) being purchased, total cost and type of procurement (i.e., lowest bid, RFP, renewal, sole source, etc.). Trash can liners, group 2, for the DuPage Care Center, for the period covering June 23, 2023 through June 22, 2024, for an amount not to exceed \$75,000.00, under bid renewal #21-036-FM, first of two (2) one (1) year optional renewal.			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished The DuPage Care Center uses trash can liners for trash cans throughout the Center. With liners, the trash is contained and odor associated with trash would be eliminated.			

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

STRATEGIC IMPACT	Select an item from the following dropdown menu of County's strategic priorities that this action will most impact.
SOURCE SELECTION	Describe method used to select source.
RECOMMENDATION AND TWO ALTERNATIVES	Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request, including status quo, (i.e., take no action).

SECTION 4: SOLE SOURCE MEMO/JUSTIFICATION

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

SECTION 5: Purchase Requisition Information

<i>Send Purchase Order To:</i>		<i>Send Invoices To:</i>	
Vendor: The Standard Companies	Vendor#: 37837	Dept: DuPage Care Center	Division: Environmental Concerns
Attn: Lee Ann White	Email: lwhite@thestandardcompanies.com	Attn: Vinit Patel	Email: vinit.patel@dupageco.org
Address: 2601 S. Archer	City: Chicago	Address: 400 N. County Farm Road	City: Wheaton
State: IL	Zip: 60608	State: IL	Zip: 60187
Phone: 312-225-2777	Fax:	Phone: 630-784-4273	Fax:
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: The Standard Companies	Vendor#: 37837	Dept: DuPage Care Center	Division: Environmental Concerns
Attn: A/R	Email: thestandardco@cs.com	Attn: Vinit Patel	Email: vinit.patel@dupageco.org
Address: 2601 S. Archer	City: Chicago	Address: 400 N. County Farm Road	City: Wheaton
State: IL	Zip: 60608	State: IL	Zip: 60187
Phone: 312-225-2777	Fax: 312-225-2964	Phone: 630-784-4273	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): June 23, 2023	Contract End Date (PO25): June 22, 2024
Contract Administrator (PO25): Christine Kliebhan			

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		trash can liners	FY23	1200	2035	52280		31,250.00	31,250.00
2	1	EA		trash can liners	FY24	1200	2035	52280		43,750.00	43,750.00
<i>FY is required, assure the correct FY is selected.</i>										Requisition Total	\$ 75,000.00

Comments	
HEADER COMMENTS	Provide comments for P020 and P025. Trash can liners, group 2, for the DuPage Care Center, for the period covering June 23, 2023 through June 22, 2024, for an amount not to exceed \$75,000.00, under bid renewal #21-036-FM, first of two (2) one (1) year optional renewal.
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO. June 6, 2023 Human Services Committee June 13, 2023 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 following documents have been attached: ☐ W-9 ☒ Vendor Ethics Disclosure Statement



AMENDMENT FOR CONTRACT RENEWAL

This contract, made and entered into by The County of DuPage, 421 North County Farm Road, Wheaton, Illinois, 60187, hereinafter called the "COUNTY" and THE STANDARD COMPANIES, located at 2601 S. Archer Ave, Chicago, Illinois hereinafter called the "CONTRACTOR", witnesseth;

The COUNTY and the CONTRACTOR have previously entered into a Contract, pursuant to Bid #21-036-FM which became effective on 06/23/2021 and which will expire 06/22/2023. The contract is subject to a first of two 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 06/22/2024.

The parties now agree to renew said agreement, upon the same terms as previously agreed to, including a one-time price adjustment effective 6/23/2023, as per the attached pricing sheet.

CONTRACTOR

Signature on File

SIGNATURE

George Bonomo

PRINTED NAME

G.E.O.

PRINTED TITLE

6-11-23

DATE

THE COUNTY OF DUPAGE

SIGNATURE

Nickon Etminan

PRINTED NAME

Buyer II

PRINTED TITLE

DATE



Since 1917

THE STANDARD COMPANIES

2601 South Archer Avenue • Chicago, Illinois 60608 • (312) 225-2777 • Fax: (312) 225-2964

E-mail: Thestandardco@cs.com

Diane Borske
Manager of Support Services
Dupage Care Center
400 N. County Line Road
Wheaton, Illinois 60187

April 23, 2023

Re: Can Liners
Contract No. 5348

Good Morning Diane:

In line with our recent conversation please note attachment and below (adjusted pricing) regarding all Liners furnished to your operations.

We are all experiencing unprecedented times...rampant inflationary pressures, supply/chain difficulties, extreme resin and energy increased costs.

Despite the continuing challenges we all face and the rapid ever-changing cost/supply environment, we are hopeful that there will be a return to normalcy soon. We have no choice excepting to align our pricing with a fair and reasonable cost/sell ratio as per attachment which will become effective June 23, 2023. This adjustment does not reflect any increase in gross profit dollars; it merely covers a portion of our increased costs. Resin costs, a primary ingredient in liner production has skyrocketed in recent months. In most instances, we have "held the line" on pricing and absorbed these increases. Even those raw material sources with whom we have had relationships for more than 50 years, with guaranteed pricing, are compelled to enforce "force majeure" and implement necessary inflationary adjustments.

Please know that we certainly do appreciate being your partner in these challenging and difficult times and we will continue to provide best quality with optimum value.

We greatly appreciate your trust and confidence in The Standard Companies.

Respectfully,

The Standard Companies
Signature on File

George Bonomo

"Originators of Sanitation Standardization"

Website: www.Thestandardcompanies.com



Since 1917

THE STANDARD COMPANIES

2601 South Archer Avenue • Chicago, Illinois 60608 • (312) 225-2777 • Fax: (312) 225-2964

E-mail: Thestandardco@cs.com

Effective 6/23/23

Dupage County Care Center Liner Pricing - Contract No. 5348

Item	DESCRIPTION	PRICE
1b	24X23 LINER, BLACK, LT, 10/50'S/CS	\$8.45
2b	30X36 LINER, BLACK, MED 10/25'S/CS	\$10.15
3b	40X46 LINER, BLACK, XH, 10/25'S/CS	\$34.00
4b	24X23 LINER, CLEAR, LT, 10/50'S/CS	\$8.45
5b	30X36 CLEAR .50 MIL 10/25's	\$10.15
6b	40X46 CLEAR 1 MIL 5/20's	\$15.90
7b	24X23 LINER, GRAY, LT, 10/50'S/CS	\$9.35
8b	30X36 LINER, MED, GRAY, 10/25'S/C	\$10.15
9b	40X46 LINER, GREY, XH, 10/25'S/CS	\$35.70
10b	40X46 LINER, BLACK, 3ML, 100/CS	\$38.55
11a	38X58 LINER, CLR, 22MIC. 10/15/CS	\$24.15
12b	30X36 LINER, BLACK, MED 10/25'S/CS	\$10.15
13b	40X46 LINER, BLACK, XH, 10/25'S/CS	\$34.00
14b	24X23 LINER, CLEAR, LT, 10/50'S/CS	\$8.45
	40X46 CLEAR 1 MIL 10/25'S CS.	\$37.50

"Originators of Sanitation Standardization"

Website: www.Thestandardcompanies.com

SECTION 6 - BID FORM PRICING

The estimated quantities indicated in the schedule are an approximation of two years' requirements based on past experience and are not binding on the County of DuPage. The quantities and items shown below are for bid analysis purposes only. The County of DuPage has the right to order any quantity which the using department deems necessary.

Bidders shall only provide pricing for specified item or equal, i.e., pricing for 1a or 1b. If providing pricing for "or equal", provide Brand Name, Liner Size, MIL Spec, Colors and ROLLS PER CASE.

GROUP 1: Facilities Management							
NO.	ITEM	LOCATION	UOM	ROLLS PER CASE	EST QTY	PRICE	EXTENDED PRICE
1a	Pitt Plastics 24" x 23" 0.35 mil Black	421 N. County Farm Road 505 N. County Farm Road	CS	500	240	\$	\$
OR							
1b	Or Equal (Provide Description) Brand Name: Colonial Bag Liner Size: 24" x 33" MIL Spec: .35 mil Color: Black c2B 23L500	421 N. County Farm Road 505 N. County Farm Road	CS	500	240	\$ 7.82	\$ 1876 ⁸⁰
2a	Pitt Plastics 30" x 36" 0.50 mil Black	421 N. County Farm Road 505 N. County Farm Road	CS	250	360	\$	\$
OR							
2b	Or Equal (Provide Description) Brand Name: Colonial Bag Liner Size: 30" x 36" MIL Spec: .5 mil Color: Black	421 N. County Farm Road 505 N. County Farm Road	CS	250	360	\$ 9.35	\$ 3366 ⁰⁰
3a	Pitt Plastics 40" x 46" 1.1 mil Black	421 N. County Farm Road 505 N. County Farm Road	CS	250	720	\$	\$
OR							
3b	Or Equal (Provide Description) Brand Name: Colonial Bag Liner Size: 40" x 46" MIL Spec: 1.1 mil Color: Black	421 N. County Farm Road 505 N. County Farm Road	CS	250	720	\$ 31.45	\$ 22,644 ⁰⁰

4a	Pitt Plastics 24" x 23" 0.35 mil Clear	421 N. County Farm Road 505 N. County Farm Road	CS	500	240	\$	\$
OR							
4b	Or Equal (Provide Description) Brand Name: Colonial Bag Liner Size: 24" x 23" MIL Spec: .35 mil Color: Clear	421 N. County Farm Road 505 N. County Farm Road	CS	500	240	\$ 7.82	\$ 1876 ⁸⁰
5a	Pitt Plastics 30" x 36" 0.50 mil Clear	421 N. County Farm Road 505 N. County Farm Road	CS	250	360	\$	\$
OR							
5b	Or Equal (Provide Description) Brand Name: Colonial Bag Liner Size: 30" x 36" MIL Spec: .5 mil Color: Clear	421 N. County Farm Road 505 N. County Farm Road	CS	250	360	\$ 9.36	\$ 3369 ⁶⁰
6a	Pitt Plastics 40" x 46" 1.1 mil Clear	421 N. County Farm Road 505 N. County Farm Road	CS	100	480	\$	\$
OR							
6b	Or Equal (Provide Description) Brand Name: Colonial Bag Liner Size: 40" x 46" MIL Spec: 1.1 mil Color: Clear	421 N. County Farm Road 505 N. County Farm Road	CS	100	480	\$ 14.68	\$ 7046 ⁴⁰
7a	Pitt Plastics 24" x 23" 0.35 mil Gray	501 N. County Farm Road	CS	500	300	\$	\$
OR							
7b	Or Equal (Provide Description) Brand Name: Colonial Bag Liner Size: 24" x 23" MIL Spec: .35 mil Color: Gray	501 N. County Farm Road	CS	500	300	\$ 8.15	\$ 2445 ⁰⁰

8a	Pitt Plastics 30" x 36" 0.50 mil Gray	501 N. County Farm Road	CS	250	1200	\$	\$
OR							
8b	Or Equal (Provide Description) Brand Name: Colonial Bag Liner Size: 30" x 36" MIL Spec: .5 mil Color: Gray	501 N. County Farm Road	CS	250	1200	\$ 9.35	\$ 11,220 ⁰⁰
OR							
9a	Pitt Plastics 40" x 46" 1.1 mil Gray	501 N. County Farm Road	CS	250	2500	\$	\$
OR							
9b	Or Equal (Provide Description) Brand Name: Colonial Bag Liner Size: 40" x 46" MIL Spec: 1.1 mil Color: Gray	501 N. County Farm Road	CS	250	2500	\$ 33.03	\$ 82,575 ⁰⁰
OR							
10a	Pitt Plastics 40" x 46" 3 mil Black	501 N. County Farm Road	CS	250	1200	\$	\$
OR							
10b	Or Equal (Provide Description) Brand Name: Colonial Bag Liner Size: 40" x 46" MIL Spec: 3 mil Color: Black	501 N. County Farm Road	CS	100	1200	\$ 35.66	\$ 42,792 ⁰⁰
OR							
11a	Colonial Bag 38" x 58" 22 mic Clear (high density)	421 N. County Farm Road	CS	150	300	\$ 22 ³⁶	\$ 6,708 ⁰⁰
OR							
11b	Or Equal (Provide Description) Brand Name: Liner Size: MIL Spec: Color:	421 N. County Farm Road	CS		300	\$	\$

12a	Pitt Plastics 30" x 36" 0.50 mil Black	400 N. County Farm Road (NO DOCK, LIFT GATE REQUIRED)	CS	250	72	\$	\$
OR							
12b	Or Equal (Provide Description) Brand Name: Colonial Bag Liner Size: 30" x 36" MIL Spec: .5ml Color: Black	400 N. County Farm Road (NO DOCK, LIFT GATE REQUIRED)	CS	250	72	\$ 9.36	\$ 673 ⁹²
13a	Pitt Plastics 40" x 46" 1.1 mil Black	400 N. County Farm Road (NO DOCK, LIFT GATE REQUIRED)	CS	250	72	\$	\$
OR							
13b	Or Equal (Provide Description) Brand Name: Colonial Bag Liner Size: 40" x 46" MIL Spec: 1.1ml Color: Black	400 N. County Farm Road (NO DOCK, LIFT GATE REQUIRED)	CS	250	72	\$ 31.45	\$ 2264 ⁴⁰
14a	Pitt Plastics 24" x 23" 0.35 mil Clear	400 N. County Farm Road (NO DOCK, LIFT GATE REQUIRED)	CS	500	72	\$	\$
OR							
14b	Or Equal (Provide Description) Brand Name: Colonial Bag Liner Size: 24" x 23" MIL Spec: .35ml Color: Clear	400 N. County Farm Road (NO DOCK, LIFT GATE REQUIRED)	CS	500	72	\$ 7.82	\$ 563 ⁰⁴
SUBTOTAL GROUP 1							\$ 189,420.96

GROUP 2: Care Center
400 N. County Farm Road
(NO DOCK, LIFT GATE REQUIRED)

NO.	ITEM	LOCATION	UOM	ROLLS PER CASE	EST QTY	PRICE	EXTENDED PRICE
1a	Colonial Bag 30" x 36" 0.45 mil Clear	400 N. County Farm Road (NO DOCK, LIFT GATE REQUIRED)	CASE	250	3700	\$ 9.83	\$ 36,371 ⁰⁰
OR							
1b	Or Equal (Provide Description) Brand Name: Liner Size: MIL Spec: Color:	400 N. County Farm Road (NO DOCK, LIFT GATE REQUIRED)	CASE		3700	\$	\$
2a	Colonial Bag 24" x 23" 0.40 mil Clear	400 N. County Farm Road (NO DOCK, LIFT GATE REQUIRED)	CASE	250	1200	\$	\$
OR							
2b	Or Equal (Provide Description) Brand Name: <i>Colonial Bag</i> MIL Spec: <i>.45 mil</i> Liner Size: <i>24" x 23"</i> Color: <i>Clear</i>	400 N. County Farm Road (NO DOCK, LIFT GATE REQUIRED)	CASE	* 500	* 1200 600	\$ 10.29	\$ 6174 ⁰⁰
3a	Colonial Bag 40" x 46" 1.1 mil Clear	400 N. County Farm Road (NO DOCK, LIFT GATE REQUIRED)	CASE	250	3000	\$ 34 ⁷⁰	\$ 104,100 ⁻
OR							
3b	Or Equal (Provide Description) Brand Name: Liner Size: MIL Spec: Color:	400 N. County Farm Road (NO DOCK, LIFT GATE REQUIRED)	CASE		3000	\$	\$
SUBTOTAL GROUP 2							\$ 146,645 ⁰⁰
GRAND TOTAL (GROUP 1 + GROUP 2)							\$ 189,420. ⁹⁶
GRAND TOTAL (In words) <i>Three hundred thirty-six thousand sixty-five Dollars</i> <i>and ninety-six Cents.</i>							<i>336,065⁹⁶</i>

SECTION 7 - BID FORM SIGNATURE PAGE

The Contractor agrees to provide the service, and/or supplies as described in this solicitation and subject, without limitation, to all specifications, terms, and conditions herein contained.

I acknowledge the receipt of the following addenda.

Addenda No. 1, _____, _____, and _____ issued thereto.

Signature on File

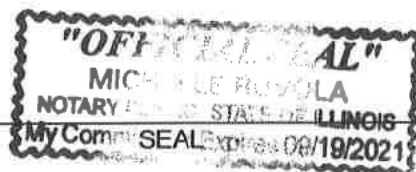
X _____ CED
(Signature and Title)

CORPORATE SEAL
(If available)

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

Subscribed and sworn to before me this 19th day of May AD, 20 21
Signature on File

Signature on File _____ My Commission Expires: 9/19/21
(Notary Public)



**SECTION 8 - MANDATORY FORM
TRASH CAN LINERS 21-036-FM**

(PLEASE TYPE OR PRINT THE FOLLOWING INFORMATION)

Full Name of Bidder	The Standard Companies		
Main Business Address	2601 S. Archer		
City, State, Zip Code	Chicago, IL	60608	
Telephone Number	312/225-2777	Email Address	thestandardcoecs.com
Bid Contact Person	Lee Ann White		

The undersigned certifies that he is:

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

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

Rose Bonomo
 (President or Partner)
George Bonomo
 (Secretary or Partner)

George Bonomo
 (Vice-President or Partner)
Rose Bonomo
 (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.

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

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

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

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

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

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

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

CONTRACT ADMINISTRATION INFORMATION:

CORRESPONDENCE TO CONTRACTOR:		REMIT TO CONTRACTOR:	
NAME	Lee Ann White	NAME	Joni Florio
CONTACT		CONTACT	A/R
ADDRESS	2601 S Archer	ADDRESS	2601 S Archer
CITY ST ZIP	Chicago IL 60608	CITY ST ZIP	Chicago, IL 60608
TX	312/ 225- 2777	TX	312/ 225- 2777
FX	312/ 225- 2964	FX	312/ 225- 2964
EMAIL	Lwhite@thestandard companies.com	EMAIL	the standard corp cs-com
COUNTY BILL TO INFORMATION:		COUNTY SHIP TO INFORMATION:	
DuPage County Facilities Management 2-700 421 North County Farm Road Wheaton, IL 60187 TX: (630) 407-6193		DuPage County Various Locations Wheaton, IL 60187 TX: (630) 407-5705 EMAIL: Mary.Ventrella@dupageco.org	

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



Required Vendor Ethics Disclosure Statement

Failure to complete and return this form may result in delay or cancellation of the County's Contractual Obligation.

Date: 5.11.23

Bid/Contract/PO #: 5348

Company Name: <u>The Standard Companies</u>	Company Contact: <u>George Bonomo</u>
Contact Phone: <u>312 225 2777</u>	Contact Email: <u>GBONOMO@AOL.COM</u>

The DuPage County Procurement Ordinance requires the following written disclosures prior to award:

1. 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 resulting in an aggregate amount at or in excess of \$25,000, shall provide to Procurement Services Division a written disclosure of all political campaign contributions made by such contractor, union, or vendor within the current and previous calendar year to any incumbent county board member, county board chairman, or countywide elected official whose office the contract to be awarded will benefit. 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.

☒ NONE (check here) - If no contributions have been made

Recipient	Donor	Description (e.g. cash, type of item, in-kind services, etc.)	Amount/Value	Date Made

2. 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.

☒ NONE (check here) - If no contacts have been made

Lobbyists, Agents and Representatives and all individuals who are or will be having contact with county officers or employees in relation to the contract or bid	Telephone	Email

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 disclosure is required, and I agree 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 for the county's ethics and procurement policies and ordinances are available at:

<http://www.dupageco.org/CountyBoard/Policies/>

I hereby acknowledge that I have received, have read, and understand these requirements.

Signature on File

Authorized Signature

Printed Name

Title

Date

George Bonomo
C.E.O
5-11-23

Attach additional sheets if necessary. Sign each sheet and number each page. PAGE 1 OF 1 (total number of pages)



Budget Transfer

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

File #: 23-1995

Agenda Date: 6/6/2023

Agenda #: 10.A.

DuPage County, Illinois
BUDGET ADJUSTMENT
Effective October, 2022

From: 5000
Company #

ACCESS & VISITATION GRANTS
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	
1670	50000		REGULAR SALARIES	\$ 8,181.00	16,755.01	8,574.01	5/24/23
1670	51010		EMPLOYER SHARE I.M.R.F.	\$ 1,400.00	2,428.40	1,028.40	5/24/23
1670	51050		FLEXIBLE BENEFIT EARNINGS	\$ 600.00	600.00	0	5/24/23
Total				\$ 10,181.00			

To: 5000
Company #

ACCESS & VISITATION GRANTS
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	
1670	51000		BENEFIT PAYMENTS	\$ 1,841.00	(1,846.92)	0.08	5/24/23
1670	51030		EMPLOYER SHARE SOCIAL SECURITY	\$ 1,340.00	(232.35)	1,107.65	5/24/23
1670	51040		EMPLOYEE MED & HOSP INSURANCE	\$ 7,000.00	(5,744.65)	1,255.35	5/24/23
Total				\$ 10,181.00			

Reason for Request:

Due to staffing changes / departures, unbudgeted benefits payments and an increase to fringe benefits have been incurred. Budget transfer to cover the corresponding shortages.

Signature on File

Department Head

Signature on File

Chief Financial Officer

Activity

(optional)

5/24/23
Date
5/30/23
Date

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

Finance Department Use Only			
Fiscal Year <u>23</u>	Budget Journal # _____	Acctg Period _____	
Entered By/Date _____	Released & Posted By/Date _____		

HHS - 6/6/23

FIN/CB - 6/13/23



Authorization to Travel

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

File #: 23-1996

Agenda Date: 6/6/2023

Agenda #: 14.F.

OVERNIGHT/OUT-OF-STATE TRAVEL REQUEST

Valid for overnight and/or out-of-state travel
Revised 1-08-2019

REQUEST DATE:	5/15/2023
NAME:	TITLE: Administrator
DEPARTMENT: Community Services	ACCOUNT CODE: 5000-1650/1420
PURPOSE OF TRIP: (explain fully the necessity of making the trip)	
CSBG Grant funded authorization to travel: Administrator will attend the National Community Action Partnership 2023 Training Conference 8/21/23-8/25/23, Atlanta, Georgia. Conference will provide training and networking on CSBG, LIHEAP and Weatherization grants. It will also provide training on best practices for operating these programs funded by our federal and state grants. Costs include registration, flight, taxi/uber, hotel, per diems of approximately \$2876.	
DESTINATION: Atlanta, Georgia	
DATE OF DEPARTURE: 8/21/2023	DATE OF RETURN ARRIVAL: 8/25/2023
(Please include a detailed explanation if different from official business dates)	
Please indicate the estimated amount for each applicable expense.	
REGISTRATION:	\$1,188.00
TRANSPORTATION:	\$300.00
LODGING	\$955.00
MISCELLANEOUS EXPENSES (parking, mileage, etc.)	\$100.00
RENTAL CAR: (explain fully the necessity)	\$0.00
REFERENCE MATERIALS:	\$0.00
MEALS: (Per Diems)	\$333.00
TOTAL	\$2,876.00

REVIEWED BY AND DATE APPROVED:

Signature on File

Department Head: _____
(Signature)

Date: 5/22/23

Committee Name: _____
ALL OVERNIGHT TRAVEL

Date: _____

County Board: _____
ONLY OUT-OF-STATE TRAVEL

Date: _____

Please note: If actual costs exceed the estimates, this form must be re-submitted for approval.



Authorization to Travel

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

File #: 23-1997

Agenda Date: 6/6/2023

Agenda #: 14.G.

OVERNIGHT/OUT-OF-STATE TRAVEL REQUEST

Valid for overnight and/or out-of-state travel
Revised 1-08-2019

REQUEST DATE:	5/23/2023
NAME:	TITLE: CD Manager
DEPARTMENT: CDC	ACCOUNT CODE: 5000-1440
PURPOSE OF TRIP: (explain fully the necessity of making the trip) Community Development Manager to attend the National Association for County Community & Economic Development Summer Meeting at National Association of Counties Annual Conference. 100% Community Development Block Grant funded.	
DESTINATION: Austin, TX	
DATE OF DEPARTURE: 7/19/2023	DATE OF RETURN ARRIVAL: 7/22/2023
(Please include a detailed explanation if different from official business dates)	
Please indicate the estimated amount for each applicable expense.	
REGISTRATION:	\$0.00
TRANSPORTATION:	\$500.00
LODGING	\$1,000.00
MISCELLANEOUS EXPENSES (parking, mileage, etc.)	\$175.00
RENTAL CAR: (explain fully the necessity)	\$0.00
REFERENCE MATERIALS:	\$0.00
MEALS: (Per Diems)	\$224.00
TOTAL	\$1,899.00

REVIEWED BY AND DATE APPROVED:

Signature on File

Department Head: _____

(Signature)

Date: 5/23/23

Committee Name: _____

ALL OVERNIGHT TRAVEL

Date: _____

County Board: _____

ONLY OUT-OF-STATE TRAVEL

Date: _____

Please note: If actual costs exceed the estimates, this form must be re-submitted for approval.



Authorization to Travel

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

File #: 23-1998

Agenda Date: 6/6/2023

Agenda #: 14.H.

OVERNIGHT/OUT-OF-STATE TRAVEL REQUEST

Valid for overnight and/or out-of-state travel
Revised 1-08-2019

REQUEST DATE:	5/23/2023
NAME:	TITLE: Director
DEPARTMENT: Community Services	ACCOUNT CODE: 5000-1440
PURPOSE OF TRIP: (explain fully the necessity of making the trip) To attend the NACCED summer meeting, NACo annual conference, and NACo Housing Affordability Task Force	
DESTINATION: Travis County, TX	
DATE OF DEPARTURE: 7/19/2023	DATE OF RETURN ARRIVAL: 7/25/2023
(Please include a detailed explanation if different from official business dates)	
Please indicate the estimated amount for each applicable expense.	
REGISTRATION:	\$600.00
TRANSPORTATION:	\$500.00
LODGING	\$2,000.00
MISCELLANEOUS EXPENSES (parking, mileage, etc.)	\$100.00
RENTAL CAR: (explain fully the necessity)	\$0.00
REFERENCE MATERIALS:	\$0.00
MEALS: (Per Diems)	\$448.00
TOTAL	\$3,648.00

REVIEWED BY AND DATE APPROVED:

Signature on File

Department Head: _____

Date: 5/23/23

(Signature)

Committee Name: _____

Date: _____

ALL OVERNIGHT TRAVEL

County Board: _____

Date: _____

ONLY OUT-OF-STATE TRAVEL

Please note: If actual costs exceed the estimates, this form must be re-submitted for approval.



Facilities Management Requisition Over \$30K

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

File #: FM-P-0069-23

Agenda Date: 6/6/2023

Agenda #: 17.C.

AWARDING RESOLUTION
ISSUED TO COMMERCIAL MECHANICAL, INC.
FOR THE REPLACEMENT OF AIR HANDLING UNITS S-1, S-2, S-6 & S-8
AT THE DUPAGE CARE CENTER
FOR FACILITIES MANAGEMENT
(CONTRACT TOTAL NOT TO EXCEED \$3,250,500)

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

WHEREAS, the Public Works Committee recommends County Board approval for the issuance of a contract to Commercial Mechanical, Inc., for the replacement of air handling units S-1 & S-2 in Room G15, S-6 in Penthouse A and S-8 in Penthouse B at the Care Center, for the period of June 13, 2023, through November 30, 2024, for Facilities Management; and

WHEREAS, the County Board has determined that the replacement air handling units S-1 & S-2 in Room G15, S-6 in Penthouse A and S-8 in Penthouse B at the Care Center is consistent with the specifications and guidance offered for which American Rescue Plan Act funds can be expended; and

NOW, THEREFORE BE IT RESOLVED, that County Contract, covering said for the replacement of Air Handling Units S-1 & S-2 in Room G15, S-6 in Penthouse A and S-8 in Penthouse B at the DuPage Care Center, for the period June 13, 2023, through November 30, 2024, for Facilities Management, be, and it is hereby approved for issuance of a contract by the Procurement Division to, Commercial Mechanical, Inc., 50 North First Street, Dunlap, IL 51525, for a contract total amount not to exceed \$3,250,500, per lowest responsible bid #23-056-FM. (CDBG Funded & ARPA Funded)

Enacted and approved this 13th day of June, 2023, at Wheaton, Illinois.

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____

JEAN KACZMAREK, COUNTY CLERK



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

SECTION 1: DESCRIPTION

General Tracking		Contract Terms	
FILE ID#: 23-1920	RFP, BID, QUOTE OR RENEWAL #: 23-056-FM	INITIAL TERM WITH RENEWALS:	INITIAL TERM TOTAL COST: \$3,250,500.00
COMMITTEE: PUBLIC WORKS	TARGET COMMITTEE DATE: 06/06/2023	PROMPT FOR RENEWAL:	CONTRACT TOTAL COST WITH ALL RENEWALS: \$3,250,500.00
	CURRENT TERM TOTAL COST: \$3,250,500.00	MAX LENGTH WITH ALL RENEWALS:	CURRENT TERM PERIOD: INITIAL TERM
Vendor Information		Department Information	
VENDOR: Commercial Mechanical, Inc.	VENDOR #: 13285	DEPT: Facilities Management	DEPT CONTACT NAME: Gavin Carroll
VENDOR CONTACT: Mike Campeggio	VENDOR CONTACT PHONE: 309-243-7768 Ext. 237	DEPT CONTACT PHONE #: x2687	DEPT CONTACT EMAIL: gavin.carroll@dupageco.org
VENDOR CONTACT EMAIL: Mike@cmipiping.com	VENDOR WEBSITE:	DEPT REQ #:	
Overview			
DESCRIPTION Identify scope of work, item(s) being purchased, total cost and type of procurement (i.e., lowest bid, RFP, renewal, sole source, etc.). Recommendation for the approval of a contract to Commercial Mechanical, Inc., for the Replacement of Air Handling Units S-1 & S-2 in Room G15, S-6 in Penthouse A and S-8 in Penthouse B at the Care Center, for Facilities Management, for the period June 13, 2023, through November 30, 2024, for a total contract amount not to exceed \$3,250,500 (\$1,900,000 CDBG Funded & \$1,350,500 ARPA Funded), per lowest responsible bid #23-056-FM. PARTIAL ARPA ITEM			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished Air handling units are necessary to provide the conditioned air for the building, the existing units (AHU's S-1, S-2, S-6 and S-8) have outlived their useful life and need to be replaced.			

SECTION 2: DECISION MEMO REQUIREMENTS

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

SECTION 3: DECISION MEMO

STRATEGIC IMPACT	Select an item from the following dropdown menu of County's strategic priorities that this action will most impact.
SOURCE SELECTION	Describe method used to select source.
RECOMMENDATION AND TWO ALTERNATIVES	Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request, including status quo, (i.e., take no action).

SECTION 4: SOLE SOURCE MEMO/JUSTIFICATION

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

SECTION 5: Purchase Requisition Information

<i>Send Purchase Order To:</i>		<i>Send Invoices To:</i>	
Vendor: Commercial Mechanical, Inc.	Vendor#: 13285	Dept: Facilities Management	Division:
Attn: Mike Campeggio	Email: Mike@cmipiping.com	Attn:	Email: FMAccountsPayable@dupageco.org
Address: 50 North First Street	City: Dunlap	Address: 421 N. County Farm Road	City: Wheaton
State: IL	Zip: 61525	State: IL	Zip: 60187
Phone: 309-243-7768 Ext. 237	Fax: 309-243-9842	Phone: 630-407-5700	Fax: 630-407-5701
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Commercial Mechanical, Inc.	Vendor#: 13285	Dept: Facilities Management	Division:
Attn: Diane Powers	Email: Diane@cmipiping.com	Attn: Gavin Carroll	Email: gavin.carroll@dupageco.org
Address: P.O. Box 368	City: Dunlap	Address: 400 N. County Farm Rd.	City: Wheaton60187
State: IL	Zip: 61525	State: IL	Zip: 60187
Phone: 309-243-7768 Ext. 214	Fax:	Phone: 630-918-4933	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Jun 13, 2023	Contract End Date (PO25): Nov 30, 2024
Contract Administrator (PO25): Cathie Figlewski			

Purchase Requisition Line Details

LN	Qty	UOM	Item Detail (Product #)	Description	FY	Company	AU	Acct Code	Sub-Accts/ Activity Code	Unit Price	Extension
1	1	LO		Building Improvements - CDBG	FY23	1200	2040	54010		300,000.00	300,000.00
2	1	LO		Building Improvements - CDBG	FY24	1200	2040	54010		1,588,250.00	1,588,250.00
3	1	LO		Building Improvements - ARPA	FY24	1100	1215	54010	2206004	1,066,750.00	1,066,750.00
4	1	LO		Contingency - CDBG	FY24	1200	2040	54010		11,750.00	11,750.00
5	1	LO		Contingency - ARPA	FY24	1100	1215	54010	2206004	283,750.00	283,750.00
<i>FY is required, assure the correct FY is selected.</i>										Requisition Total	\$ 3,250,500.00

<i>Comments</i>	
HEADER COMMENTS	Provide comments for P020 and P025. AHU Replacement at Care Center (CDBG & ARPA)
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO. Send PO to Cathie Figlewski, Christine Kliebhan, Katie Boffa and Clara Gomez
INTERNAL NOTES	Provide comments for department internal use (not for P020 and P025). Comments will not appear on PO. PW: 6/6/23 CB: 6/13/23
APPROVALS	Department Head signature approval for procurements under \$15,000. Procurement Officer Approval for ETSB.

The following documents have been attached: ☐ W-9 ☒ Vendor Ethics Disclosure Statement



THE COUNTY OF DUPAGE
FINANCE - PROCUREMENT
DUPAGE COUNTY CARE CENTER AHU REPLACEMENTS 23-056-FM
BID TABULATION

				✓							
					COMMERCIAL MECHANICAL, INC.	MG MECHANICAL CONTRACTING, INC.	VORIS MECHANICAL, INC.	AMBER MECHANICAL CONTRACTORS, INC.	AMS INDUSTRIES, INC.	IDEAL HEATING CO.	FLO-TECH MECHANICAL SYSTEMS INC.
NO.	ITEM	UOM	QTY		PRICE	PRICE	PRICE	PRICE	PRICE	PRICE	PRICE
Base Bid											
1	Room G-15 and Penthouse A and B	LS	1	\$	2,905,000.00	\$ 3,268,000.00	\$ 3,360,500.00	\$ 3,647,000.00	\$ 3,677,020.00	\$ 3,790,000.00	\$ 4,636,000.00
2	Allowances (General Use – Construction Manager)	LS	1	\$	50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
BASE BID TOTAL				\$	2,955,000.00	\$ 3,318,000.00	\$ 3,410,500.00	\$ 3,697,000.00	\$ 3,727,020.00	\$ 3,840,000.00	\$ 4,686,000.00
Alternate No. 1											
3	Room G-16C (AHU-S-4)	LS	1	\$	327,000.00	\$ 347,000.00	\$ 363,000.00	\$ 369,000.00	\$ 388,061.00	\$ 371,000.00	\$ 335,000.00
Alternate No. 2											
4	Room 1209 (AHU-S-1)	LS	1	\$	229,000.00	\$ 220,000.00	\$ 260,300.00	\$ 274,500.00	\$ 229,699.00	\$ 330,000.00	\$ 210,000.00
Alternate No. 3											
5	Room 3213 (AHU-S-2)	LS	1	\$	177,000.00	\$ 130,000.00	\$ 157,600.00	\$ 174,500.00	\$ 184,069.00	\$ 283,000.00	\$ 140,000.00
GRAND TOTAL				\$	3,688,000.00	\$ 4,015,000.00	\$ 4,191,400.00	\$ 4,515,000.00	\$ 4,528,849.00	\$ 4,824,000.00	\$ 5,371,000.00

NOTES											
1) The Department is requesting a 10% contingency. The request is for Commercial Mechanical, Inc. Base Bid total of \$2,955,000.00 + contingency of (\$2,955,000.00 x 10%) \$295,500.00 = total request of \$3,250,500.00.											

Bid Opening 05/24/2023 @ 11:00 PM	VC, NE
Invitations Sent	313
Total Vendors Requesting Documents	0
Total Bid Responses	7

BID PRICING

The undersigned hereby proposes to provide all labor, services, and materials necessary to replace AHU-S-1 Room G-15, AHU-S-2 Room G-15, AHU-S-6 Penthouse A, AHU-S-8 Penthouse B, AHU-S-1 (Mech Room 1209), AHU-S-2 (Mech Room 3213), and AHU-S-4 (Mech Room G-16C) at Kenneth Moy DuPage Care Center, according to the Drawings and specifications for a complete working system.

Base Bid

NO	ITEM	UOM	QTY	PRICE
1.	Room G-15 and Penthouse A and B (Includes all work in the drawings)	LS	1	\$ 2,905,000. ⁰⁰
2.	Allowances (General Use – Construction Manager)	LS	1	\$ 50,000. ⁰⁰
GRAND TOTAL				\$ 2,955,000. ⁰⁰
GRAND TOTAL (In words) <i>Two Million Nine Hundred Fifty Five Thousand & 00/100 —</i>				

Alternate No. 1

NO	ITEM	UOM	QTY	PRICE
2.	Room G-16C (AHU-S-4)	LS	1	\$ 327,000. ⁰⁰
GRAND TOTAL				
(In words) <i>Three Hundred Twenty Seven Thousand & 00/100 —</i>				

Alternate No. 2

NO	ITEM	UOM	QTY	PRICE
3.	Room 1209 (AHU-S-1)	LS	1	\$ 229,000. ⁰⁰
GRAND TOTAL				
(In words) <i>Two Hundred Twenty Nine Thousand & 00/100 —</i>				

Alternate No. 3

NO	ITEM	UOM	QTY	PRICE
4.	Room 3213 (AHU-S-2)	LS	1	\$ 177,000. ⁰⁰
GRAND TOTAL				
(In words) <i>One Hundred Seventy Seven Thousand & 00/100 —</i>				

SIGNATURE PAGE

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

X

Signature on file

(Signature and Title)

Patrick A. Pryde, President

CORPORATE SEAL

(If available)

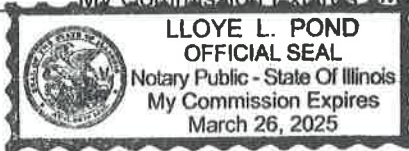
BID MUST BE SIGNED AND NOTARIZED (WITH SEAL) FOR CONSIDERATION

Subscribed and sworn to before me this 24th day of May AD, 2023

Signature on file

(Notary Public)

My Commission Expires: March 26, 2025



SEAL

MANDATORY FORM

DUPAGE COUNTY AHU REPLACEMENT 23-056-FM

(PLEASE TYPE OR PRINT THE FOLLOWING INFORMATION)

Full Name of Bidder	Commercial Mechanical, Inc.		
Main Business Address	50 N. First St., P.O. Box 368		
City, State, Zip Code	Dunlap, IL 61525		
Telephone Number	(309)243-7768	Email Address	Mike@cmipiping.com
Bid Contact Person	Mike Campeggio		

The undersigned certifies that he is:

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

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

Patrick A. Pryde, President
(President or Partner)

Jason B. Cook, Vice President
(Vice-President or Partner)

Michael A. Campeggio, Secretary/Treasurer
(Secretary or Partner)

Michael A. Campeggio, Secretary/Treasurer
(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. 1, 2, _____, and _____ issued thereto.

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

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

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

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

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

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

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

CONTRACT ADMINISTRATION INFORMATION:

CORRESPONDENCE TO CONTRACTOR:		REMIT TO CONTRACTOR:	
NAME	Commercial Mechanical, Inc.	NAME	Commercial Mechanical, Inc.
CONTACT	Mike Campeggio	CONTACT	Diane Powers
ADDRESS	50 N. First Street	ADDRESS	P.O. Box 368
CITY ST ZIP	Dunlap, IL 61525	CITY ST ZIP	Dunlap, IL 61525
TX	(309)243-7768 Ext. 237	TX	(309)243-7768 Ext. 214
FX	(309)243-9842	FX	(309)243-9842
EMAIL	Mike@cmipiping.com	EMAIL	Diane@cmipiping.com
COUNTY BILL TO INFORMATION:		COUNTY SHIP TO INFORMATION:	
DuPage County Facilities Management 421 North County Farm Road Wheaton, IL 60187 TX: (630) 407-5700 EMAIL FMAccountsPayable@dupageco.org		DuPage County Care Center 400 North County Farm Road Attn: Gavin Carroll Wheaton, IL 60187	

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



Required Vendor Ethics Disclosure Statement

Date: May 24, 2023

Failure to complete and return this form may result in delay or cancellation of the County's Contractual Obligation.

Bid/Contract/PO #: 23-056-FM

Company Name: Commercial Mechanical, Inc.	Company Contact: Mike Campeggio
Contact Phone: (309)243-7768 Ext. 237	Contact Email: Mike@cmiping.com

The DuPage County Procurement Ordinance requires the following written disclosures prior to award:

1. 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 resulting in an aggregate amount at or in excess of \$25,000, shall provide to Procurement Services Division a written disclosure of all political campaign contributions made by such contractor, union, or vendor within the current and previous calendar year to any incumbent county board member, county board chairman, or countywide elected official whose office the contract to be awarded will benefit. 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.

☒ **NONE (check here) - If no contributions have been made**

Recipient	Donor	Description (e.g. cash, type of item, in-kind services, etc.)	Amount/Value	Date Made

2. 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.

☒ **NONE (check here) - If no contacts have been made**

Lobbyists, Agents and Representatives and all individuals who are or will be having contact with county officers or employees in relation to the contract or bid	Telephone	Email

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 disclosure is required, and I agree 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 for the county's ethics and procurement policies and ordinances are available at:

<https://www.dupageco.org/CountyBoard/Policies/>

I hereby acknowledge that I have received, have read, and understand these requirements.

Authorized Signature

Printed Name

Patrick A. Pryde

Title

President

Date

May 24, 2023

Attach additional sheets if necessary. Sign each sheet and number each page. PAGE 1 OF 1 (total number of pages)



File #: FM-CO-0071-23

Agenda Date: 6/6/2023

Agenda #: 17.B.

AMENDMENT TO RESOLUTION FM-P-0269-22
ISSUED TO LAMP, INC
FOR PROFESSIONAL CONSTRUCTION MANAGER AS ADVISOR SERVICES
FOR FACILITIES MANAGEMENT
(INCREASE CONTRACT \$1,229,246)

WHEREAS, the County of DuPage ("COUNTY") and Lamp, Inc. ("CONSTRUCTION MANAGER") entered into an Agreement under Resolution FM-P-0269-22 ("AGREEMENT"), which was adopted and approved by the County Board on September 27, 2022 to provide professional construction management as advisor services; and

WHEREAS, the COUNTY and CONSTRUCTION MANAGER have further identified additional work, both ARPA and Non-ARPA funding that would be beneficial for the County to undertake at this time; and

WHEREAS, construction management services are required for HVAC replacement work to completed at the Care Center for air handler units S-1 (Mechanical Room 1209), S-2 (Mechanical Room 3213), & S-4 (Mechanical Room G16C); and

WHEREAS, the County Board has determined that security, building code, and ADA improvements are required to be completed in the County Board Room at the JTK Administration Building; and

WHEREAS, the Project requires Professional Construction Manager as Advisor Services ("Construction Manager") to establish procedures for expediting, directing, and monitoring construction of all the work to be completed; and

WHEREAS, Lamp, Inc., is in the business of providing Professional Construction Manager as Advisor Services; and

WHEREAS, the COUNTY and Lamp, Inc. have agreed to increase the contract amount by \$1,229,246, taking the amended contract amount of \$4,865,131 resulting in a new amended contract amount not to exceed \$6,094,377, 25.27% increase; and

WHEREAS, the County selected the Construction Manager for this work in accordance with the Professional Services Selection Process in compliance with 50 ILCS 510/01 *et seq.* and Section 2-353 of the DuPage County Procurement Ordinance; and

NOW, THEREFORE, BE IT RESOLVED that the DuPage County Board adopts Change Order Notice, dated May 19, 2023, to County Contract [Purchase Order] #6042-0001 SERV, issued to Lamp, Inc., to provide professional construction manager as advisor services, for ARPA funded and non-ARPA funded Campus Improvements; and

BE IT FURTHER RESOLVED that the DuPage County Clerk be directed to transmit certified copies of this Resolution and attached Change Order Request Form amending contract 6042-0001 SERV to Lamp, Inc. 460 North Grove Avenue, Elgin, IL 60120, Tim Harbaugh/Facilities Management Department, and Nick Alfonso/State's Attorney's Office.

Enacted and approved this 13th day of June, 2023 at Wheaton, Illinois.

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____

JEAN KACZMAREK, COUNTY CLERK



Request for Change Order

Procurement Services Division

Attach copies of all prior Change Orders

Date: May 19, 2023

MinuteTraq (IQM2) ID #: 23-1923

Purchase Order #: 6042-0001 SERV	Original Purchase Order Date:	Change Order #: 5	Department: Facilities Management
Vendor Name: Lamp, Inc.		Vendor #: 40582	Dept Contact: Tim Harbaugh
Background and/or Reason for Change Order Request:	Change order to add the following capital projects to the Scope of Work, HVAC replacement work to be completed at the Care Center for air handler units S-1 (Mechanical Room 1209), S-2 (Mechanical Room 3213), & S-4 (Mechanical Room G16C) at the Care Center [ARPA Funded], and improve the security, building code upgrades, and ADA improvements in the County Board room at the JTK building [Infrastructure Funded], and to increase the contract in the amount of \$1,229,246, taking the original contract amount of \$4,865,131 and resulting in a new amended contract total amount not to exceed \$6,094,377, an increase of 25.27%. PARTIAL ARPA Add new line: Building Improvements - DPCC 1100-1215-54010-2302004-54010 \$834,891 Add new line: Contingency - DPCC 1100-1215-54010-2302004-54010 \$146,600 Add new line: Building Improvements - 6000-1220-54010-2300801 \$247,755		
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	\$4,865,131.00
B	Net \$ change for previous Change Orders	\$0.00
C	Current contract amount (A + B)	\$4,865,131.00
D	Amount of this Change Order <input checked="" type="checkbox"/> Increase <input type="checkbox"/> Decrease	\$1,229,246.00
E	New contract amount (C + D)	\$6,094,377.00
F	Percent of current contract value this Change Order represents (D / C)	25.27%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	25.27%

DECISION MEMO NOT REQUIRED

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

DECISION MEMO REQUIRED

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

CF	5665	May 19, 2023	Signature on file		
Prepared By (Initials)	Phone Ext	Date	Recommended for Approval (Initials)	Phone Ext	Date
REVIEWED BY (Initials Only)					
Buyer	Date	Procurement Officer	6/1/23		



Decision Memo

Procurement Services Division

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

Date: May 19, 2023

MinuteTraq (IQM2) ID #: 23-1923

Department Requisition #: _____

Requesting Department: Facilities Management	Department Contact: Tim Harbaugh
Contact Email: tim.harbaugh@dupageco.org	Contact Phone: x5670
Vendor Name: Lamp, Inc.	Vendor #: 40582

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

Change order to add the following capital projects to the Scope of Work, HVAC replacement work to completed at the Care Center for air handler units S-1 (Mechanical Room 1209), S-2 (Mechanical Room 3213), & S-4 (Mechanical Room G16C) at the Care Center [ARPA Funded], and improve the security, building code, upgrades and ADA improvements in the County Board room at the JTK building [Infrastructure Funded], and to increase the contract in the amount of \$1,229,246, taking the original contract amount of \$4,865,131 and resulting in a new amended contract total amount not to exceed \$6,094,377, an increase of 25.27%. PARTIAL ARPA

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

This agreement with Lamp, Inc. is for Professional Construction Manager as Advisor Services, for the JTK Administration Building HVAC Replacement, Care Center HVAC Replacement and Pre-Construction Services for Facilities Management. Two capital projects have been identified as needing improvements; the HVAC replacement work to completed at the Care Center for air handler units S-1 (Mechanical Room 1209), S-2 (Mechanical Room 3213), & S-4 (Mechanical Room G16C) at the Care Center, and improve the security, building code upgrades, and ADA improvements in the County Board room at the JTK building,

Strategic Impact

Financial Planning

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

Staff is working at maximum work load to manage majority of the construction projects on campus.

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

A request for a Statement of Interest was issued for a Professional Construction Manager as Advisor Services for the 421 JTK Administration Building, 400 Care Center Facility and 410 Power Plant; four firms responded and three Construction Manager as Advisor firms were interviewed. Lamp Inc. was determined to possess the qualified staff to provide these Professional Construction Manager as Advisor Services

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

- 1) Staff recommends approval of a Professional Construction Manager as Advisor Services contract with Lamp Inc., for the air handler replacement project at the Care Center and and improvement to the County Board room in the JTK Building for Facilities Management.
- 2) Select another firm. However, staff does not recommend this, and has determined that Lamp Inc. possesses the qualified engineering staff to provide these services on behalf of the County. A Construction Manager is need because of the Capital Projects Facilities Management is undertaking.

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

The HVAC replacement project at the Care Center is fully ARPA funded and the County Board room improvements are funded from the County Infrastructure fund.

AIA® Document G701® – 2017

Change Order

PROJECT: *(Name and address)*
County of DuPage (Multiple Tasks)

CONTRACT INFORMATION:
Contract For: Lamp Incorporated
Date: June 1, 2022

CHANGE ORDER INFORMATION:
Change Order Number: 001
Date: June 13, 2023

OWNER: *(Name and address)*
County of DuPage
421 N. County Farm Road
Wheaton, IL 60187

ARCHITECT: *(Name and address)*
Kluber, Inc.
41 W. Benton Street
Aurora, IL 60506

CONTRACTOR: *(Name and address)*
Lamp Incorporated
460 North Grove Avenue
Elgin, IL 60120

Wight & Company
2500 N. Frontage Rd.
Darien, IL 60561

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Addition of the following tasks:

Task 8: 400 Building (Care Center) - AHU 1, 2, 4 - Trade Contractor Bids and Construction Management Services - AHU S-1 (Rm 1209), AHU S-2 (Rm 3213), AHU S-4 (Rm G-16C)

Task 9: 421 Building (Administration Bldg.) - County Board Room Improvements

Addition of the following language:

Unspent dollars for each task under the contract will move to contingency.

Contingency dollars may be expended for general campus facilities improvements, under a written change order approved by the Deputy Director of Facilities of his designee.

The original Contract Sum was	\$	4,865,131.00
The net change by previously authorized Change Orders	\$	0.00
The Contract Sum prior to this Change Order was	\$	4,865,131.00
The Contract Sum will be increased by this Change Order in the amount of	\$	1,229,246.00
The new Contract Sum including this Change Order will be	\$	6,094,377.00

The Contract Time will be increased by Zero (0) days.

The new date of Substantial Completion will be December 2024

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

N/A
ARCHITECT *(Firm name)*

Lamp Incorporated
CONTRACTOR *(Firm name)*

County of DuPage
OWNER *(Firm name)*

SIGNATURE

Signature on file
SIGNATURE

SIGNATURE

PRINTED NAME AND TITLE

PRINTED NAME AND TITLE

PRINTED NAME AND TITLE

DATE

DATE

DATE

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User Notes:

(3B9ADA4F)

The County of DuPage

400 Building

AHU - 1, 2, 4

Trade Contractor Bids and Construction Management Services

AHU S-1(Rm 1209), AHU S-2(Rm 3213), AHU S-4(Rm G-16C)

PROJECT BUDGET (Task #8)

The County of DuPage Project #23-056-FM



May 16, 2023

PKG #	TRADE PACKAGE	BUDGET
23A-1	HVAC	\$ 733,000

TRADE PACKAGE SUBTOTAL \$ 733,000

Preconstruction	\$ 7,500
General Conditions (Supervision)	\$ 42,110
Project General Conditions	\$ 19,200
Kluber A+E - Architectural Fees (Construction) Inc. in Task #4	
Performance Bond	*Not Required
Construction Management Fee (4.0%)	\$ 32,072
Insurance (1.0%)	\$ 1,009

SUBTOTAL (Lamp Incorporated Services) \$ 101,891

Construction Contingency (20%)	\$ 146,600
Escalation (5%)	\$ -
SUBTOTAL	\$ 146,600

Owner Costs (Permits, Testing, etc.)	\$ -
Commissioning	*By Owner
FF&E	*By Owner
SUBTOTAL	\$ -

PROJECT TOTAL \$ 981,491

The County of DuPage

Jack T. Kneupfer Administration Building County Board Room Improvements

PROJECT BUDGET (Task #9) The County of DuPage Project #TBD



May 24, 2023

PKG #	TRADE PACKAGE	BUDGET
06A-1	General Trades	\$ 28,204
08B-1	Aluminum, Glass, & Glazing	\$ 65,000
09A-1	Drywall	\$ 16,250
09D-1	Acoustic Ceiling	*Not Required
09F-1	Flooring	\$ 18,675
	Moisture Mitigation Allowance	\$ 7,000
09G-1	Painting	*By Owner
12A-1	Casework	\$ 40,000
21A-1	Fire Protection (Allowance)	\$ 4,600
22A-1	Plumbing	*Not Required
23A-1	HVAC	\$ 6,900
26A-1	Electrical	*By Owner
27A-1	Low Voltage	*By Owner
27B-1	Fire Alarm	*By Owner

TRADE PACKAGE SUBTOTAL \$ 186,629

Preconstruction	\$ -
General Conditions (Supervision)	\$ 22,355
Project General Conditions	\$ 18,000
Wight & Co - Architectural Fees (Construction)	*By Owner
Performance Bond	*Not Required
Construction Management Fee (4.0%)	\$ 9,079
Insurance (1.0%)	\$ 2,361
SUBTOTAL (Lamp Incorporated Services)	\$ 51,795

Construction Contingency (15%)	\$ 9,331
Escalation (0.0%)	\$ -
SUBTOTAL	\$ 9,331

Owner Costs (Permits, Testing, etc.)	*By Owner
Commissioning	*By Owner
FF&E	*By Owner
SUBTOTAL	\$ -

PROJECT TOTAL \$ 247,755



Required Vendor Ethics Disclosure Statement

Failure to complete and return this form may result in delay or cancellation of the County's Contractual Obligation.

Date: May 31, 2023

Bid/Contract/PO #:

Company Name: Lamp Incorporated	Company Contact: Ian C. Lamp
Contact Phone: (847) 741-7220 x 305	Contact Email: ilamp@lampinc.net

The DuPage County Procurement Ordinance requires the following written disclosures prior to award:

- 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 resulting in an aggregate amount at or in excess of \$25,000, shall provide to Procurement Services Division a written disclosure of all political campaign contributions made by such contractor, union, or vendor within the current and previous calendar year to any incumbent county board member, county board chairman, or countywide elected official whose office the contract to be awarded will benefit. 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.

☒ **NONE (check here) - If no contributions have been made**

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.

☐ **NONE (check here) - If no contacts have been made**

Lobbyists, Agents and Representatives and all individuals who are or will be having contact with county officers or employees in relation to the contract or bid	Telephone	Email
Ian Lamp	(847) 741-7220 x 305	ilamp@lampinc.net
Chad Alexander	(847) 741-7220 x 320	calexander@lampinc.net
Thomas McGrath	(847) 741-7220 x 322	tmcgrath@lampinc.net
Jay Schaack	(847) 741-7220 x 308	jschaack@lampinc.net
Steven Lamp	(847) 741-7220 x 311	slamp@lampinc.net
Maureen Weeks	(847) 741-7220 x 310	mweeks@lampinc.net
Greg Lamp	(847) 741-7220 x 304	glamp@lampinc.net
Bob Arnolde	(224) 281-2657	barnolde@lampinc.net
Kari Christensen	(847) 741-7220 x 315	kchristensen@lampinc.net

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 disclosure is required, and I agree 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 for the county's ethics and procurement policies and ordinances are available at:

<http://www.dupageco.org/CountyBoard/Policies/>

I hereby acknowledge that I have received, have read, and understand these requirements.

Authorized Signature

Signature on file

Printed Name

Ian C. Lamp

Title	President
Date	May 31, 2023

Attach additional sheets if necessary. Sign each sheet and number each page. Page _____ of _____ (total number of pages)



Informational

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

File #: 23-1999

Agenda Date: 6/6/2023

Agenda #: 12.C.



**DUPAGE
COUNTY**

General
630-407-6900

Maintenance
630-407-6920

Permitting
630-407-6900

Trails/Paths
630-407-6900

DIVISION OF TRANSPORTATION

630-407-6900
Fax: 630-407-6901
oet@dupageco.org

MEMORANDUM

TO: Nick Kottmeyer, P.E., Chief Administrative Officer
Jeffrey Martynowicz, Chief Financial Officer

FROM: Christopher C. Snyder, P.E. Signature on File
Director of Transportation/County Engineer

DATE: May 5, 2023

RE: FY2023 and FY2024 Vehicle Replacements

Attached is the purchase requisition for two (2) vehicle replacements for the DuPage County Care Center. To meet the operational needs of this department, these vehicles have been requisitioned pursuant to FI-O-0056-22 and DT-R-0306B-22 approved by the County Board on October 25, 2022. These vehicles have been locally sourced and are available for immediate pick up. I am requesting your signature approvals for the Division of Transportation to process this purchase order for the FY2023 vehicle replacement.

Signature on File

Approved: [Signature] Date: 5/5/23
Jeffrey Martynowicz
Chief Financial Officer

Signature on File

Approved: [Signature] Date: 5/5/23
Nick Kottmeyer, P.E.
Chief Administrative Officer

Department	Rpl Yr	Unit#	Year	Current Make	Current Model	Proposed Model	Estimated Cost w/ Discount	Estimated Cost w/ out Discount	FY 2023 Estimated Cost	Req Rpl Vehicle	Scheduled/Estimated Delivery
Convalescent Center	FY2024	CH-13	2011	Ford	E-250	Transit	\$ 85,000	\$ 90,000	\$ 90,000.00	HIGH TOP TRANSIT W/WCHAIR	Not available to order
Convalescent Center	FY2024	CH-14	2010	Ford	E-250	Transit	\$ 85,000	\$ 90,000	\$ 90,000.00	HIGH TOP TRANSIT W/WCHAIR	Not available to order



Procurement Review Comprehensive Checklist

Procurement Services Division

This form must accompany all Purchase Order Requisitions

SECTION 1: DESCRIPTION

General Tracking		Contract Terms	
MINUTETRAQ ID#:	RFP, BID, QUOTE OR RENEWAL #:	INITIAL TERM WITH RENEWALS:	INITIAL TERM TOTAL COST: \$176,600.00
COMMITTEE:	TARGET COMMITTEE DATE:	PROMPT FOR RENEWAL:	CONTRACT TOTAL COST WITH ALL RENEWALS: \$176,600.00
	CURRENT TERM TOTAL COST: \$176,600.00	MAX LENGTH WITH ALL RENEWALS:	CURRENT TERM PERIOD: INITIAL TERM
Vendor Information		Department Information	
VENDOR: Midwest Transit Equipment, Inc.	VENDOR #: 41757	DEPT: DuPage County Care Center	DEPT CONTACT NAME: Vinit Patel
VENDOR CONTACT: Thomas Boldwin	VENDOR CONTACT PHONE: 815-933-2412	DEPT CONTACT PHONE #: 784-4273	DEPT CONTACT EMAIL: vinit.patel@dupageco.org
VENDOR CONTACT EMAIL: tom.boldwin@midwesttransit.com	VENDOR WEBSITE:	DEPT REQ #:	
Overview			
DESCRIPTION Identify scope of work, item(s) being purchased, total cost and type of procurement (i.e., lowest bid, RFP, renewal, sole source, etc.). The DuPage County vehicle replacement policy requires that a vehicle be in service a minimum of 12 years or have a minimum of 150,000 miles, and/or must be assessed by a mechanic prior to being considered for replacement. These vehicles have been taken out of service due to mechanics assessment.			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished Each year as part of the budget process, the Division of Transportation will assess and recommend vehicles to be replaced for the upcoming fiscal year. Due to supply chain and reduced inventory, the County Board authorized the Division of Transportation to move forward with FY2023 and FY2024 vehicle replacement recommendations as soon as contract orders open.			

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.
DECISION MEMO REQUIRED	Select an Item from the following dropdown menu to identify why a Decision Memo (Section 3) is required.
OTHER THAN LOWEST RESPONSIBLE BID	

SECTION 3: DECISION MEMO

STRATEGIC IMPACT	Select an Item from the following dropdown menu of County's strategic priorities that this action will most impact. FINANCIAL PLANNING
SOURCE SELECTION	Describe method used to select source. The Division of Transportation chose Midwest Transit Equipment, Inc. in accordance with the DuPage County Procurement Ordinance - Section 2-355 - Circumstances not suitable for bid (extreme supply chain interruption) and DT-R-0306B-22. Available cooperatives are no longer accepting new vehicle orders. The vehicles being replaced has been taken out of service due to condition and in the interest of user safety. The DOT contacted three (3) vendors for vehicle availability and pricing. Midwest Transit Equipment, Inc. had a vehicle available and competitively priced.
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). 1. Award a contract to Midwest Transit Equipment, Inc. This is the recommended option as Friendly Ford has provided pricing competitive to closed cooperatives and other area dealers. The vehicle is immediately available.

SECTION 4: SOLE SOURCE MEMO/JUSTIFICATION	
JUSTIFICATION	Select an item from the following dropdown menu to justify why this is a sole source procurement.
NECESSITY AND UNIQUE FEATURES	Describe the product or services that are not available from other vendors. Explain necessary and unique features or services. Attach letters from manufacturer, letters from distributor, warranties, licenses, or patents as needed. Be specific.
MARKET TESTING	List and describe the last time the market has been tested on the applicability of the sole source. If it has not been tested over the last 12 months, explain why not.
AVAILABILITY	Describe steps taken to verify that these features are not available elsewhere. Included a detailed list of all products or services by brand/manufacturer examined and include names, phone numbers, and emails of people contacted.

SECTION 5: Purchase Requisition Information			
Send Purchase Order To:		Send Invoices To:	
Vendor: Midwest Transit Equipment, Inc.	Vendor#: 41757	Dept: Division of Transportation	Division: DOT Finance
Attn: Thomas Baldwin	Email: tom.baldwin@midwesttransit.com	Attn:	Email: DOTFinance@dupageco.org
Address: 146 W. Issert Dr.	City: Kankakee	Address: 421 N. County Farm Road	City: Wheaton
State: IL	Zip: 60901	State: IL	Zip: 60187
Phone: 630-824-8686	Fax:	Phone: 630-407-6900	Fax: 630-407-6901
Send Payments To:		Ship to:	
Vendor: same as above	Vendor#:	Dept: Division of Transportation	Division: Fleet Maintenance
Attn:	Email:	Attn: William Bell	Email: william.bell@dupageco.org
Address:	City:	Address: 180 N. County Farm Road	City: Wheaton
State:	Zip:	State: IL	Zip: 60187
Phone:	Fax:	Phone: 630-407-6931	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): 05/01	Contract End Date (PO25): Nov 30, 2024
Contract Administrator (PO25): Kathleen (Black) Curcio			

Purchase Requisition Line Details											
LN	Qty	UOM	Item Detail (Product #)	Description	FY	Company	AU	Acct Code	Sub-Accts/ Activity Code	Unit Price	Extension
1	2	EA		Ford Transit Wheel Chair Vans	FY23	1200	2040	54120		88,300.00	176,600.00
FY is required, assure the correct FY is selected.										Requisition Total	\$ 176,600.00

Comments	
HEADER COMMENTS	Provide comments for P020 and P025. (2) Ford Transit Wheel Chair Vans for the DuPage County Care Center.
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO. Vehicle Replacement Schedule FY2024 - (2) Ford Transit Vans
INTERNAL NOTES	Provide comments for department internal use (not for P020 and P025). Comments will not appear on PO. Per Bill of Sale Email copy of PO to DOTFinance@dupageco.org; william.bell@dupageco.org; vinit.patel@dupageco.org
APPROVALS	Department Head signature approval for procurements under \$15,000. Procurement Officer Approval for ETSB.

The following documents have been attached: ☒ W-9 ☒ Vendor Ethics Disclosure Statement

RETAIL ORDER FOR A NEW MOTOR VEHICLE

SELLER: MIDWEST TRANSIT EQUIPMENT INC.
146 W. ISSERT DR.
KANKAKEE, IL 60901

DATE: MAY 1, 2023

PHONE NUMBER: 815-933-2412

PURCHASER: DUPAGE COUNTY
400 N. COUNTY FARM RD.
WHEATON, IL 60167

CONTACT: BILL BELL

PHONE NUMBER: 630-921-0100

Please enter my order for the following vehicles:

TWO (2) 2023 FORD TRANSIT/FRV WHEELCHAIR VAN
8 PASSENGER/2 WHEELCHAIR

ID #208267 VIN# 1FBAX2C82PKA37826
ID#208269 VIN# 1FBAX2C809KA37825

PRICE	\$ 88,300.00 EA.	
TOTAL PRICE		\$176,600.00

Price includes all applicable fleet incentives and rebates. Price does not include any applicable license/title/registration fees Or taxes. These will be billed accordingly.

PAYMENT IS DUE AT TIME OF DELIVERY

ALL WARRANTIES, IF ANY, BY A MANUFACTURER OR SUPPLIER OTHER THAN SELLER ARE THEIRS, NOT SELLER'S AND ONLY SUCH MANUFACTURER OR OTHER SUPPLIER SHALL BE LIABLE FOR PERFORMANCE UNDER SUCH WARRANTIES, UNLESS SELLER FURNISHES BUYER WITH A SEPARATE WRITTEN WARRANTY OR SERVICE CONTRACT MADE BY SELLER ON ITS OWN BEHALF, SELLER HEREBY DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE: (A) ON ALL GOODS AND SERVICES SOLD BY SELLER.

The two pages of this Order comprise the entire agreement affecting this purchase and no other agreement or understanding of any nature concerning same has been made or entered into, or will be recognized. I hereby certify that no credit has been extended to me for the purchase of this motor vehicle except as appears in writing on the face of this agreement. I have read the matter printed on the second page and agree to it as a part of this order the same as if it were printed above my signature. I certify that I am of legal age, and hereby acknowledge receipt of a copy of this order.

THIS ORDER IS A BINDING CONTRACT AND IS NON-CANCELABLE.

ACCEPTED BY: DUPAGE COUNTY

ACCEPTED BY: MIDWEST TRANSIT EQUIPMENT INC.

Signature on File

PURCHASER'S SIGNATURE

DATE

CHRISTOPHER SNYDER
PRINT NAME

DIRECTOR
TITLE

SELLERS AUTHORIZED REPRESENTATIVE DATE

THOMAS BOLDWIN
PRINT NAME

DIRECTOR OF GOVERNMENTAL SALES
TITLE

MOTOR VEHICLES

ADDITIONAL TERMS AND CONDITIONS

1. As used in this order the Terms (a) "Seller" shall mean the Seller to whom this order is addressed and who shall become a party hereto by its acceptance hereof, (b) "Purchaser" shall mean the party executing this order as such on the face hereof, and (c) "Manufacturer" shall mean the corporation that manufactured the vehicle or chassis, it being understood by Purchaser and Seller that Seller is in no respect the agent of Manufacturer, that Seller and Purchaser are the sole parties to this order and that reference to manufacturer herein is for the purpose of explaining generally certain contractual relationships existing between Seller and Manufacturer with respect to new motor vehicles.
2. Manufacturer has reserved the right to change the design of any new motor vehicle, chassis, accessories or parts thereof at any time without notice and without obligation to make the same or any similar change upon any motor vehicle, chassis, accessories or parts thereof previously purchases by or shipped to Seller or being manufactured or sold in accordance with Seller's orders. Correspondingly, in the event of any such change by Manufacturer, Seller shall have no obligations to Purchaser to make the same or any similar change in any motor vehicle, chassis, accessories or parts thereof covered this order either before or subsequent to delivery thereof to Purchaser.
3. Seller shall not be liable for failure to deliver or delay in delivering the motor vehicle covered by this order where such failure or delay is due, in whole or in part, to any cause beyond the control or without the fault or negligence of Seller.
4. The price for the motor vehicle specified on the face of this order includes reimbursement for Federal Excise taxes, but does not include sales taxes, use taxes or occupational taxes based on sales volume, (Federal, State, or Local) unless expressly so stated. Purchaser assumes and agrees to pay, unless prohibited by law, any such sales, use or occupational taxes imposed on or applicable to the transaction covered by this order, regardless of which party may have primary tax liability therefore.
5. **FACTORY WARRANTY:** ANY WARRANTY ON ANY NEW VEHICLE OR USED VEHICLE STILL SUBJECT TO A MANUFACTURER'S WARRANTY IS THAT MADE BY THE MANUFACTURER ONLY. THE SELLER HEREBY DISCLAIMS ALL WARRANTIES, EITHER EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.

USED VEHICLE WHETHER OR NOT SUBJECT TO MANUFACTURER'S WARRANTY: UNLESS A SEPARATE WRITTEN INSTRUMENT SHOWING THE TERMS OF ANY SELLER'S WARRANTY OR SERVICE CONTRACT IS FURNISHED BY SELLER TO BUYER, THIS VEHICLE IS SOLD "AS IS - NOT EXPRESSLY WARRANTED OR GUARANTEED", AND THE SELLER HEREBY DISCLAIMS ALL WARRANTIES, EITHER EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.
6. PURCHASER SHALL NOT BE ENTITLED TO RECOVER FROM SELLER ANY CONSEQUENTIAL DAMAGES, DAMAGES TO PROPERTY, DAMAGES FOR LOSS OF USE, LOSS OF TIME, LOSS OF PROFITS, OR INCOME, OR ANY OTHER INCIDENTAL DAMAGES.
7. The purchaser, before or at the time of delivery of the motor vehicle covered by this order will execute such forms of agreement or documents as may be required by the terms and conditions of payment indicated on the front of this order.
8. The purchaser agrees to take possession of equipment and pay for them upon delivery of vehicle(s) as provided on front page within 10 days of notice that the equipment is ready for delivery.
9. "New Motor Vehicle" is defined as a vehicle that has not been previously titled and with less than 500 miles at time of delivery to purchaser.

Terms and conditions read, understood and agreed to by _____, Signature on File, Date: 5/5/23

Signature

CHRISTOPHER SNYDER

Printed Name

DUPAGE COUNTY



VEHICLE REGISTRATION INFORMATION

Thank you for your purchase/lease of a vehicle(s) from Midwest Transit Equipment Inc. In order to accurately register/license/title your vehicle(s) we request the following information be provided.

NAME VEHICLE IS TO BE REGISTERED IN: DUPAGE COUNTY

STREET ADDRESS TO BE USED: 400 N. COUNTY FARM RD.

PO BOX OR SUITE NUMBER IF APPLICABLE _____

CITY WHEATON, STATE IL ZIP 60187

PRINTED NAME OF PERSON COMPLETING THIS FORM: CHRISTOPHER SNYDER

SIGNATURE Signature on File _____

TITLE DIRECTOR

DATE: 5/5/23 PHONE NUMBER: 630-407-6900

Note: Providing accurate information is paramount to insure proper registration, license and titling. It is the purchaser's responsibility to provide Midwest Transit Equipment with any changes of the information provided above prior to vehicle delivery and registration. Failure to do so will result in additional fees to the purchaser in the event changes are needed after the registration process has been submitted to the State.

RETURN THIS FORM TO YOUR MIDWEST TRANSIT SALES REPRESENTATIVE.



CUSTOMER CASH PAYMENT AUTHORIZATION FORM

Revised 04/2005

CUSTOMER INFORMATION

First Name _____ M.I. _____ DUPAGE COUNTY
Last or Business Name _____

VEHICLE INFORMATION

1FBAX2C80PKA37825
Vehicle Identification Number (VIN) _____ Delivery Date _____

INCENTIVE INFORMATION

	Program Number	Dollar Amount	Customer's Initial
1.	MOBILITY	\$1,000.00	x <u>LLS</u>
2.	GPC	\$ 600.00	x <u>LLS</u>
3.	_____	_____	_____
4.	_____	_____	_____
5.	_____	_____	_____
6.	_____	_____	_____

CUSTOMER MUST SELECT AND SIGN OPTION "A" OR "B" BELOW

IMPORTANT CUSTOMER NOTICE

SIRIUS Satellite Radio - For vehicles equipped with the satellite radio option, customer information will be provided to SIRIUS Satellite Radio for purposes of providing program benefits and activation services.

"A" Dealer Assignment (Use this section to assign payment to the dealer.)

1. I acknowledge that I have taken delivery of the vehicle identified above.
2. I assign payment of the Customer Cash Incentive(s) to the selling dealer.
3. I acknowledge incentive(s) reflect as a reduction on the Bill of Sale or Lease.

x **Signature on File**

Customer Signature _____

x 5/5/23
Date

I have read and understand the program rules and provisions and agree to comply with the requirements described therein. I certify that the above customer qualifies for program incentive(s). Records supporting the validity of this claim are available in this dealership for examination by Ford.

Authorized Dealership Signature _____

Date _____

"B" Direct Payment to Customer (Use this section to obtain payment direct from Ford.)

1. I acknowledge that I have delivery of the vehicle identified above.
2. Please mail check directly to me.

Customer Signature _____

Date _____

I have read and understand the program rules and provisions and agree to comply with the requirements described therein. I certify that the above customer qualifies for program incentive(s). Records supporting the validity of this claim are available in this dealership for examination by Ford.

Authorized Dealership Signature _____

Date _____



CUSTOMER CASH PAYMENT AUTHORIZATION FORM

Revised 04/2005

CUSTOMER INFORMATION

First Name _____ M.I. _____ DUPAGE COUNTY
Last or Business Name _____

VEHICLE INFORMATION

1FBAX2C82PKA37826
Vehicle Identification Number (VIN) _____ Delivery Date _____

INCENTIVE INFORMATION

	Program Number	Dollar Amount	Customer's Initial
1.	MOBILITY	\$1,000.00	x <u>US</u>
2.	GPC	\$ 600.00	x <u>US</u>
3.	_____	_____	_____
4.	_____	_____	_____
5.	_____	_____	_____
6.	_____	_____	_____

CUSTOMER MUST SELECT AND SIGN OPTION "A" OR "B" BELOW

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2. I assign payment of the Customer Cash Incentive(s) to the selling dealer.
3. I acknowledge incentive(s) reflect as a reduction on the Bill of Sale or Lease.

x _____ Signature on File
Customer Signature _____ Date 5/5/23

I have read and understand the program rules and provisions and agree to comply with the requirements described therein. I certify that the above customer qualifies for program incentive(s). Records supporting the validity of this claim are available in this dealership for examination by Ford.

Authorized Dealership Signature _____ Date _____

"B" Direct Payment to Customer (Use this section to obtain payment direct from Ford.)

1. I acknowledge that I have delivery of the vehicle identified above.
2. Please mail check directly to me.

Customer Signature _____ Date _____

I have read and understand the program rules and provisions and agree to comply with the requirements described therein. I certify that the above customer qualifies for program incentive(s). Records supporting the validity of this claim are available in this dealership for examination by Ford.

Authorized Dealership Signature _____ Date _____

DEALER APPROVAL

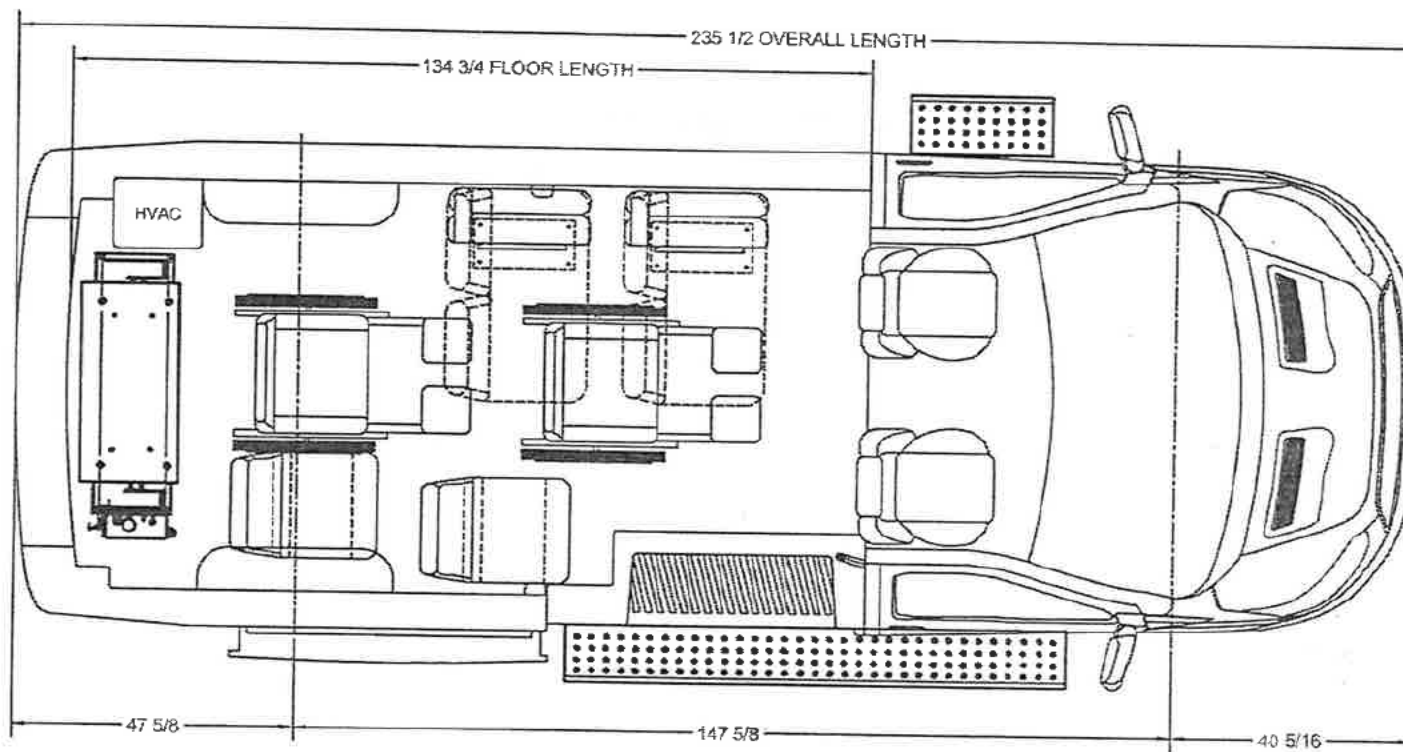
☒ APPROVED

 WLS
 CUSTOMER SIGNATURE

PRELIMINARY FLOORPLAN

 THIS FLOORPLAN IS FOR ILLUSTRATION
 PURPOSES ONLY, FINAL BUILD MAY VARY.

ALUMINUM FLOOR



SEAT SPACING:	D 30"	WHEELCHAIR CAP: 2
	P 32-1/2"	
HIP TO KNEE:	D 22"	SEATED CAP: 6
	P 26"	
		TOTAL CAP: 9

THIS DRAWING AND THE INFORMATION THEREON ARE THE EXCLUSIVE PROPERTY OF FOREST RIVER VAN, A DIVISION OF FOREST RIVER. IT SHALL NOT BE COPIED OR REPRODUCED IN ANY MANNER, NOR SHALL IT BE SUBMITTED TO OUTSIDE PARTIES FOR EXAMINATION WITHOUT OUR WRITTEN CONSENT. IT IS LOANED FOR USE WITH REFERENCE TO WORK UNDER CONTRACT WITH, OR PROPOSALS SUBMITTED TO FOREST RIVER VAN, A DIVISION OF FOREST RIVER.

REV

DESCRIPTION OF CHANGE

BY

CHK

DATE

ECN No.

TOLERANCE UNLESS
OTHERWISE SPECIFIED

WOOD

OTHER

± 1/8"

± 1/16"

± 1°

± 1/2°

TITLE:

 149" WHEEL BASE
 FORD TRANSIT
 MEDIUM ROOF

DATE: 6/8/20

NAME

BPG

DWG No.

149-SRW-A-107

SHEET 1 OF 4

FRV



Required Vendor Ethics Disclosure Statement

Failure to complete and return this form may result in delay or cancellation of the County's Contractual Obligation.

Date: May 1, 2023

Bid/Contract/PO #:

Company Name: MIDWEST TRANSIT EQUIPMENT INC.	Company Contact: TOM BOLDWIN
Contact Phone: 800.933.2412	Contact Email: tom.baldwin@midwesttransit.com

The DuPage County Procurement Ordinance requires the following written disclosures prior to award:

- 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 resulting in an aggregate amount at or in excess of \$25,000, shall provide to Procurement Services Division a written disclosure of all political campaign contributions made by such contractor, union, or vendor within the current and previous calendar year to any incumbent county board member, county board chairman, or countywide elected official whose office the contract to be awarded will benefit. 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

☒ **NONE (check here) - If no contributions have been made**

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.

☒ **NONE (check here) - If no contacts have been made**

Lobbyists, Agents and Representatives and all individuals who are or will be having contact with county officers or employees in relation to the contract or bid	Telephone	Email

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 disclosure is required, and I agree 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 for the county's ethics and procurement policies and ordinances are available at:

<http://www.dupageco.org/CountyBoard/Policies/>

I hereby acknowledge that I have received, have read, and understand these requirements.

Authorized Signature

Signature on File

Printed Name

THOMAS BOLDWIN

Title

DIRECTOR OF GOVERNMENTAL SALES

Date

May 1, 2023

Attach additional sheets if necessary. Sign each sheet and number each page. Page _____ of _____ (total number of pages)