

**A GRANT AGREEMENT BETWEEN THE COUNTY OF DUPAGE AND ICNA RELIEF
PROGRAMS USA**

WHEREAS, the County of DuPage ("County") is a body corporate and politic; and

WHEREAS, ICNA RELIEF PROGRAMS USA Agency") is a 501(c)(3) organization created under the Internal Revenue Code, and

WHEREAS, the County has established the Member Initiative Program which permits members of the County Board to advance items which benefit their district and assigns certain amounts of public funds for those purposes; and

WHEREAS, the County's funding for each Agency is not a donation and must be used to perform certain services or functions within the County's statutory authority to perform; and

WHEREAS, the County and the Agency are hereafter sometimes referred to as the "Party" and collectively referred to herein as "the Parties"; and

WHEREAS, the Parties have prepared this Agreement to govern the distribution of the grant funds identified above.

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, the Parties hereby agree as follows:

1. **Purpose of the Agreement.** The Purpose of this Agreement is to define the project for which grant funds are to be used and provide funding for eligible expenses.
2. **Recitals.** The recitals to this Agreement are incorporated as though set forth fully herein.
3. **Term.** This Agreement shall remain in effect through November 30, 2025. Sections 5, 6, 7, 8, 9, 10, 11, and 12 of this Agreement shall remain in effect indefinitely and shall survive the termination of this Agreement. Funds shall be expended prior to November 30, 2025.
4. **Project Description.** Agency shall receive thirty thousand dollars (\$30,000.00) from the County. Agency shall undertake the following project or activities described in the Proposal attached hereto as Exhibit A.
5. **Termination, Breach.** This Agreement may be terminated upon thirty (30) days' notice to the other Party with the written consent of the other Party. All terms of this Agreement shall be considered material terms and therefore all breaches shall be deemed material breaches. In the event of a breach of this Agreement by any Party, the non-breaching Party shall provide the breaching Party with written notice of the breach and shall provide a period of not less than thirty (30) days to cure said breach.
6. **Venue, Applicable Law.** The exclusive venue for disputes arising from this Agreement shall be the 18th Judicial Circuit Court, sitting in Wheaton, Illinois. This Agreement shall be governed by the laws of the State of Illinois.
7. **Payment.** The County agrees to pay the Agency thirty thousand dollars (\$30,000.00). Payment is contingent upon: (1) compliance with County rules and regulations; (2) Accounts Payable review by Finance Staff and County Audit Staff including providing

sufficient invoicing and proof of purchase; and (3) completion of a fully executed Agreement. Payments shall be made in the form of reimbursement and upon invoice from Agency. Payments for eligible expenses authorized under this Agreement shall be made within thirty (30) days of receipt of completed invoices and proof of purchase. All funds shall be expended not later than November 30, 2025.

8. **Assignment.** Neither Party shall assign performance under this Agreement, nor shall either Party transfer any right or obligation under this Agreement without the express written approval of the County.
9. **Amendment.** Any amendment to the terms of this Agreement must be in writing and will not be effective until it has been executed and approved by the same Parties who approved and executed the original Agreement or their successors in office.
10. **Waiver.** If the County fails to enforce any provision of this Agreement, that failure does not waive said provision or the County's right to enforce it.
11. **Sole Agreement.** This Agreement contains all negotiations between the County and Agency. No other understanding regarding this grant Agreement, whether written or oral, may be used to bind either Party.
12. **Liability.** The Agency agrees to indemnify, save, and hold the County, its officers, agents and employees, harmless from any claims or causes of action, including attorney's fees incurred by the County, arising from the performance of this Agreement by the Agency, its officers, agents or employees. This clause will not be construed to bar any legal remedies the Agency may have for the County's failure to fulfill any of the County's obligations under this Agreement. Notwithstanding any provisions of this Agreement to the contrary, indemnification under Section 12 of this Agreement shall be limited to the Agency's allocation, less any amount unspent.

COUNTY OF DUPAGE

ICNA RELIEF USA PROGRAMS,

Deborah Conroy
Chair, DuPage County

Saima Azfar,
Midwest Regional Director, ICNA Relief

ATTEST:

June 5th 2025

Jean Kaczmarek,
County Clerk



DuPage County
Office of the County Board
421 North County Farm Road
Wheaton, Illinois 60187-3978

MEMBER INITIATIVE PROGRAM APPLICATION - Please complete all sections for submission

SECTION I Organization Information

Organization	ICNA Relief Programs USA
Contact Person	Saima Azfar
Address	1698 Bloomingdale Rd
City	Glendale Heights, IL, 60139
Phone Number	8479093621
Email	sazfar@icnarelief.org, dev@icnarelief.org

SECTION II Project Description

Project Title	ICNA Relief Food Pantry Expansion Project
Cost of the Project	\$30000
Brief Description of the Scope of Initiative	Our Food Pantry at 1781 Bloomingdale Road in Glendale Heights serves thousands of families each year, providing essential groceries to those in desperate need. Unfortunately, our current space is no longer adequate to meet the increasing demand, severely limiting our ability to store and distribute food effectively.
Desired Outcomes	ICNA Relief acquired 1698 Bloomingdale Road to expand their Food Pantry but needs \$30,000 to complete renovations. This funding will help improve food distribution and better serve the community.

SECTION III Signature

Member Name	Mary Ozog and Grant Eckhoff
District	District 4
Signature	

SECTION IV Supplemental Documents

Please attach the following (if applicable)

- Letters of Engagement from all involved organizations
- Vendor Ethics Disclosures
- Bid Documents
- Proof of Good Standing with IL Secretary of State for all partner organizations
- Tax Documents (such as W-9 forms, where applicable)



ICNA Relief USA Programs Inc.

I am writing to you on behalf of ICNA Relief, located at 1698 Bloomingdale Road in DuPage County. We are earnestly seeking your support for our application to the DuPage County Member Initiative Program.

Hunger is a growing concern in our community, and ICNA Relief is dedicated to addressing this critical issue. Our Food Pantry at 1781 Bloomingdale Road in Glendale Heights serves thousands of families each year, providing essential groceries to those in desperate need. Unfortunately, our current space is no longer adequate to meet the increasing demand, severely limiting our ability to store and distribute food effectively.

A few years ago, we acquired 1698 Bloomingdale Road with the heartfelt intention of expanding our Food Pantry into a larger, more efficient facility. However, due to funding constraints, we have been unable to complete the necessary renovations. The estimated cost for the buildout is \$47,150, and we are humbly requesting a \$30,000 allocation from the Member Initiative Program to help us achieve this vital goal. With your generous support, along with our existing agency revenue, we will be able to expand our reach and significantly improve our food distribution services to better serve our community.

We would be deeply honored to provide you with a tour of our facility and demonstrate how these funds will directly benefit local families in need.

Thank you so much for your time and consideration. We sincerely hope you will consider our request and help us make a significant impact in our community.

With deepest gratitude,



Director Midwest Region
ICNA Relief
847-909-3621



Constellation Services Inc.
FOR ALL YOUR CONSTRUCTION NEEDS!

February 17, 2025

Quote

ICNA Relief Center
1698 Bloomingdale Road
Glendale Heights IL 60139

We refer to plans by KF Brandis dated December 5th 2024 permit # 23-2058 to modify the interior to the building located at 1698 Bloomingdale Road Glendale Heights IL.

Item	Amount
Demolition Carpentry Repair floors by applying Epoxy Prime and Paint Labor and Material	\$41,650.00
Electric works	\$5,500.00
Total	\$47,150.00

Forty Seven Thousand One Hundred and Fifty Dollars and Zero cents.



Constellation Services Inc.
FOR ALL YOUR CONSTRUCTION NEEDS!

Note Included:
Concrete pad exterior
Any Fire Sprinkler Work

Please fill and sign below to accept.

Name _____ Date _____

Title _____ Sign _____

All Trade Electrical and Construction, inc.

2609 PoplarView Bend.
Elgin, IL 60120

(2)

Proposal

Proposal Date: 1/14/2025**Proposal #:** 1797**Bill To:**

ICNA Relief
1698 Bloomingdale Rd.
Glendale Heights, IL

Project Site

DEMO, PLUMBING, ELECTRICAL,
AND CONSTRUCTION TO BE PERFORMED.
FROM PRINTS DATED 12-5-24 PERMIT 23-2058

847-774-8173

angelo@alltradeinc.com

P.O. NO.

Description**Total**

FOR THE FOLLOWING WORK TO BE PERFORMED IN THE LOCATION WHERE THE NEW COOLER FREEZER, PANTRY STORAGE AREA, NEW MEETING ROOMS AND BASEMENT AREA, LOCATIONS.

1-REMOVE ONE 15 FOOT WALL WITH STUDS AND DRYWALL, ELECTRICAL AND ONE DOOR OPENING LOCATED IN FRONT OF NEW COOLER AND FREEZER LOCATION.

2-RELOCATE ONE CLOSET DOOR TO OPEN INTO STORAGE AREA, AND DRYWALL THE LOCATION WHERE OLD DOOR WAS LOCATED.

3-REMOVE ONE 16 FOOT WALL WITH STUDS AND DRYWALL, ELECTRICAL, ONE CLOSET AND CEILING CANOPY LOCATED IN CENTER OF STORAGE AREA.

4-REMOVE CROWN MOLDING AND PATCH CEILING AS NEEDED.

5-ALL OPEN WALLS AND CEILING AREAS TO BE DRYWALL WITH 5/8 INCH DRYWALL, AND FIRE RATED WITH 2 COATS TAPING, PRIMER AND PAINTED.

6-PLUMBING LOCATED WHERE NEW COOLER AND FREEZER WILL BE INSTALLED TO BE REMOVED AND CAPPED OFF, NOT NEEDED.

7-DEMO CLOSETS IN ROOM 106 AND SUPPLY AND INSTALL NEW DOOR FROM PANTRY TO ROOM 106 PATCH AND PRIMER AS NEEDED.

8-WORK TO BE PERFORMED IN 1ST FLOOR BATHROOM 108 DEMO SHOWER SUPPLY AND INSTALL NEW HAND CAP TOILET, RAILS, SINK, DOOR, FLOORING

9-DEMO NEW DOOR OPENINGS LOCATED SOUTH END 103 SUPPLY AND INSTALL NEW DOUBLE DOORS, WITH HARDWARE AND NEW CONCRETE WALK OUTSIDE.

10-DEMO ONE DOOR AND DRYWALL STAIR CASE LEADING TO BASEMENT AREA.

11-PANTRY FLOORING SUPPLY AND INSTALL EPOXY.

12- ROOM 106 DEMO CLOSETS INSTALL ONE NEW DOOR LEADING INTO PANTRY AREA.

12-ELECTRICAL WORK SUPPLY AND INSTALL THE FOLLOWING. 5- EXIT LIGHTS, 13- EMERGENCY LIGHTS, 14-CAN LIGHTS, AND 6-AUTO CONTROLLED ELECTRICAL OUTLETS LOCATED IN ROOM 104.

13-ALL NEW WALL LOCATIONS DRYWALL WORKED ON SHALL BE TAPED, PRIMED, AND PAINTED.

** COLOR PICKED BY OWNERS**

14-SUPPLY AND INSTALL ONE NEW GLASS DOOR WITH SIDE GLASS PANEL AND HARDWARE, LOCATED IN REAR BUILDING EXIT LOCATION.

****DUMPSTER'S TO BE PROVIDED AT A COST OF \$800.00 PER 30 YARD DUMPSTER USED. *****

TOTAL LABOR AND MATERIAL

DEPOSIT OF 50 PERCENT OF JOB COST AND BALANCE AS JOB PROGRESSES.

800.00

79,800.00

Total**\$80,600.00**

Estimate 1797 from All Trade Construction, inc.

1 message

angelo@alltradeinc.com <angelo@alltradeinc.com>

Tue, Jan 14, 2025 at 4:36 PM

To: "arshad ." <arshad@csiconstructions.com>

Cc: [REDACTED]

Arshad this is the proposed work we spoke about today for the back room area.

Please review the attached estimate. Feel free to contact me if you have any questions.

We look forward to working with you.

Sincerely, Angelo Dimitri

All Trade Construction, inc.
847-774-8173

**Est_1797_from_All_Trade_Electrical_and_Construction_inc._25668.pdf**

63K

All Trade Electrical and Construction, inc.

2609 PoplarView Bend.
Elgin, IL 60120

Proposal

Proposal Date: 1/14/2025**Proposal #:** 1797**Bill To:**

ICNA Relief
1698 Bloomingdale Rd.
Glendale Heights, IL

Project Site

DEMO AND DRYWALL

847-774-8173

angelo@alltradeinc.com

P.O. NO.

Description**Total**

FOR THE FOLLOWING WORK TO BE PREFORMED IN THE LOCATION WHERE THE NEW COOLER FREEZER AND STORAGE AREA ARE GOING TO BE INSTALLED.

1-REMOVE ONE 15 FOOT WALL WITH STUDS AND DRYWALL ,ELECTRICAL AND ONE DOOR OPENING LOCATED IN FRONT OF NEW COOLER AND FREEZER LOCATION.

2-RELOCATE ONE CLOSET DOOR TO OPEN INTO STORAGE AREA, AND DRYWALL THE LOCATION WHERE OLD DOOR WAS LOCATED.

3-REMOVE ONE 16 FOOT WALL WITH STUDS AND DRYWALL, ELECTRICAL, ONE CLOSET AND CEILING CANOPY LOCATED IN CENTER OF STORAGE AREA.

4-REMOVE CROWN MOLDING AND PATCH CEILING AS NEEDED.

5-ALL OPEN WALLS AND CEILING AREAS TO BE DRYWALL WITH 5/8 INCH DRYWALL, AND FIRE RATED WITH 2 COATS TAPING.

6-PLUMBING LOCATED WHERE NEW COOLER AND FREEZER WILL BE INSTALLED TO BE REMOVED AND CAPPED OFF, NOT NEEDED.

****ALL PAINTING,FLOORING,HVAC,NEW ELECTRICAL TO BE SUPPLIED AND INSTALLED BY OTHERS**

****DUMPSTER'S TO BE PROVIDED BY OTHERS**

TOTAL LABOR AND MATERIAL

6,800.00

Total**\$6,800.00**

All Trade Electrical and Construction, inc.
 2609 PoplarView Bend.
 Elgin, IL 60120

Proposal

Proposal Date: 1/14/2025
Proposal #: 1797

Bill To:

ICNA Relief
 1698 Bloomingdale Rd.
 Glendale Heights, IL

Project Site

DEMO, PLUMBING, ELECTRICAL,
 AND CONSTRUCTION TO BE PERFORMED.
 FROM PRINTS DATED 12-5-24 PERMIT 23-2058

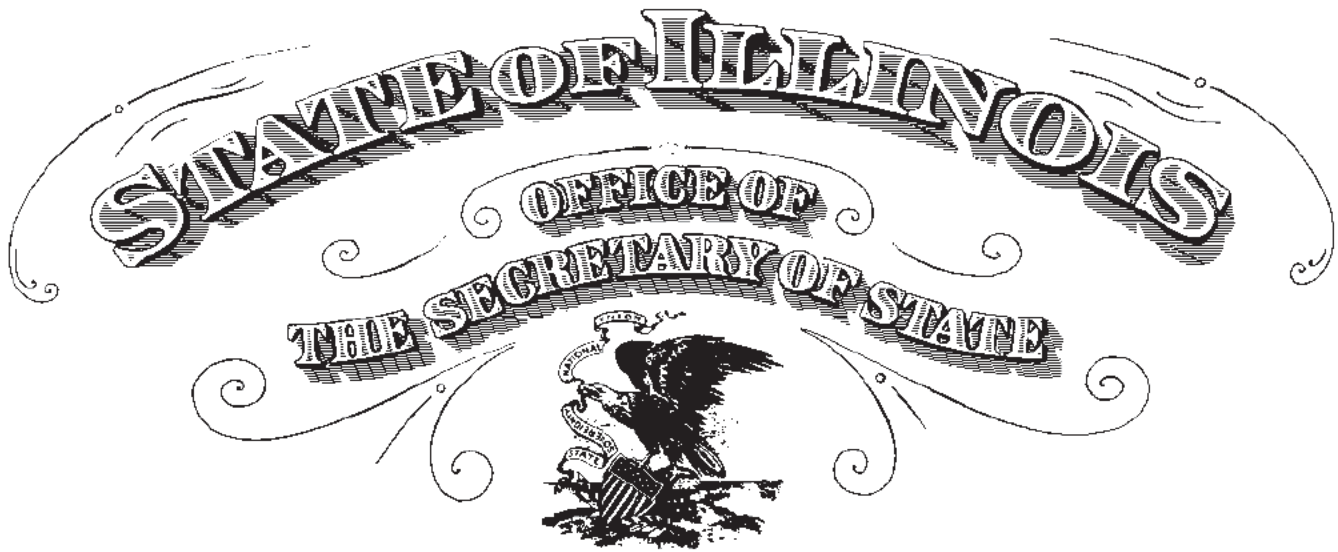
847-774-8173

angelo@alltradeinc.com

P.O. NO.

Description	Total
FOR THE FOLLOWING WORK TO BE PERFORMED IN THE LOCATION WHERE THE NEW COOLER FREEZER, PANTRY STORAGE AREA, NEW MEETING ROOMS AND BASEMENT AREA, LOCATIONS.	
1-REMOVE ONE 15 FOOT WALL WITH STUDS AND DRYWALL, ELECTRICAL AND ONE DOOR OPENING LOCATED IN FRONT OF NEW COOLER AND FREEZER LOCATION.	
2-RELOCATE ONE CLOSET DOOR TO OPEN INTO STORAGE AREA, AND DRYWALL THE LOCATION WHERE OLD DOOR WAS LOCATED.	
3-REMOVE ONE 16 FOOT WALL WITH STUDS AND DRYWALL, ELECTRICAL, ONE CLOSET AND CEILING CANOPY LOCATED IN CENTER OF STORAGE AREA.	
4-REMOVE CROWN MOLDING AND PATCH CEILING AS NEEDED.	
5-ALL OPEN WALLS AND CEILING AREAS TO BE DRYWALL WITH 5/8 INCH DRYWALL, AND FIRE RATED WITH 2 COATS TAPING, PRIMER AND PAINTED.	
6-PLUMBING LOCATED WHERE NEW COOLER AND FREEZER WILL BE INSTALLED TO BE REMOVED AND CAPPED OFF, NOT NEEDED.	6,800.00
7-ROOM 106 SUPPLY AND INSTALL NEW DOOR FROM PANTRY TO ROOM 106 (add partition wall relocate existing door) PATCH AND PRIMER AS NEEDED.	5,200.00
8-WORK TO BE PERFORMED IN 1ST FLOOR BATHROOM 108 DEMO SHOWER SUPPLY AND INSTALL NEW HAND CAP TOILET, RAILS, SINK, DOOR, AND NEW FLOORING	14,500.00
9-DEMO NEW DOOR OPENINGS LOCATED SOUTH END 103 SUPPLY AND INSTALL NEW DOUBLE DOORS, WITH HARDWARE AND NEW CONCRETE WALK OUTSIDE.	17,000.00
10-DEMO ONE DOOR AND DRYWALL STAIR CASE LEADING TO BASEMENT AREA.	5,200.00
11-PANTRY FLOORING (and new cooler floor demo and) SUPPLY AND INSTALL EPOXY.	12,400.00
12-ELECTRICAL WORK SUPPLY AND INSTALL THE FOLLOWING. 5- EXIT LIGHTS, 13- EMERGENCY LIGHTS, 14-CAN LIGHTS, AND 6-AUTO CONTROLLED ELECTRICAL OUTLETS LOCATED IN ROOM 104.	8,000.00
13-ALL NEW WALL LOCATIONS DRYWALL WORKED ON SHALL BE TAPED, PRIMED, AND PAINTED. ** COLOR PICKED BY OWNERS**	5,500.00
14-SUPPLY AND INSTALL ONE NEW GLASS DOOR WITH SIDE GLASS PANEL AND HARDWARE, LOCATED IN REAR BUILDING EXIT LOCATION.	5,200.00
****DUMPSTER'S TO BE PROVIDED AT A COST OF \$800.00 PER 30 YARD DUMPSTER USED. *****	800.00
TOTAL LABOR AND MATERIAL	
DEPOSIT OF 50 PERCENT OF JOB COST AND BALANCE AS JOB PROGRESSES.	

Total \$80,600.00



To all to whom these Presents Shall Come, Greeting:

I, Alexi Giannoulis, Secretary of State of the State of Illinois, do hereby certify that I am the keeper of the records of the Department of Business Services. I certify that

ICNA RELIEF USA PROGRAMS, INCORPORATED IN NEW YORK AND LICENSED TO CONDUCT AFFAIRS IN THIS STATE ON JULY 24, 2013, APPEARS TO HAVE COMPLIED WITH ALL THE PROVISIONS OF THE GENERAL NOT FOR PROFIT CORPORATION ACT OF THIS STATE, AND AS OF THIS DATE, IS A FOREIGN CORPORATION IN GOOD STANDING AND AUTHORIZED TO CONDUCT AFFAIRS IN THE STATE OF ILLINOIS.



In Testimony Whereof, I hereto set
my hand and cause to be affixed the Great Seal of
the State of Illinois, this 18TH
day of DECEMBER A.D. 2024 .



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

REQUIRED VENDOR ETHICS DISCLOSURE STATEMENT

Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	
COMPANY NAME:	ICNA Relief USA
CONTACT PERSON:	Saima Azfar
CONTACT EMAIL:	sazfar@icnarelief.org

Section II: Procurement Ordinance Requirements

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

Has the Bidder made contributions as described above?

☐ Yes

☐ No

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

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

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

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

☒ Yes

☐ No

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

NAME	PHONE	EMAIL

Section III: Violations

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

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

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

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

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

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

Section IV: Certification

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

Printed Name: Saima Azfar Signature: _____

Title: Director Midwest Region, ICNA Relief Date: 04/29/2025