



DU PAGE COUNTY

Development Committee

Final Regular Meeting Agenda

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

Tuesday, November 5, 2024

10:30 AM

Room 3500B

1. CALL TO ORDER
2. ROLL CALL
3. CHAIRMAN'S REMARKS- CHAIR TORNATORE
4. PUBLIC COMMENT
5. MINUTES APPROVAL
 - 5.A. [24-2620](#)
Development Committee - Regular Meeting - September 17, 2024
6. REGULATORY SERVICES
 - 6.A. [DC-P-0003-24](#)
Recommendation for the approval of a contract purchase order to SAFEBuilt Illinois, LLC, for professional services to perform building & plumbing plan reviews, and inspections on an "as-needed" basis, in unincorporated DuPage County, for the period December 1, 2024 through November 30, 2025, for the Building & Zoning Department, for a contract total amount not to exceed \$75,000; per RFP #24-006-BZP. First of three optional renewals.
 - 6.B. [DC-CO-0002-24](#)
Recommendation for the approval of an amendment to Purchase Order #6693-0001 SERV, issued to Accela, Inc., to extend subscription service for Velosimo software integration between Accela on-line permitting software and Bluebeam plan review software through June 22, 2025, and to increase the contract amount for Building & Zoning - \$4,631.71, Division of Transportation - \$4,631.71, Stormwater - \$4,631.71 and Public Works - \$4,631.70, for a total contract increase not to exceed \$18,526.83.
7. OLD BUSINESS
8. NEW BUSINESS
9. ADJOURNMENT



Minutes

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

File #: 24-2620

Agenda Date: 10/1/2024

Agenda #: 5.A.



DU PAGE COUNTY

Development Committee

Final Summary

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

Tuesday, September 17, 2024

10:30 AM

ROOM 3500B

1. CALL TO ORDER

10:30 AM meeting was called to order by Chair Sam Tornatore at 10:35 AM.

2. ROLL CALL

PRESENT	Chaplin, Gustin, Krajewski, Ozog, and Tornatore
REMOTE	Rutledge

MOTION TO ALLOW REMOTE PARTICIPATION

Member Rutlege joined Meeting remotely.

RESULT:	APPROVED
MOVER:	Mary Ozog
SECONDER:	Patty Gustin
AYES:	Chaplin, Gustin, Krajewski, Ozog, and Tornatore
REMOTE:	Rutledge

3. CHAIRMAN'S REMARKS- CHAIR TORNATORE

No remarks were offered.

4. PUBLIC COMMENT

Brett Paul from X-Site Real Estate, the developer for Zoning Petition 24-000053 spoke first. He informed the Members that they've made great strides getting the community involved with the development and is working with Hobson Villa's HOA, located across the street from the property. He would appreciate the Development Committee's support.

Max Coolidge II spoke on the X-Site petition. He is long time neighbor of the subject property. He questioned some previous approved zoning relief in his neighborhood and would like the Committee to re-evaluate the entire subdivision before making a decision on this proposed project.

Debbie Hojnicky, lives just south of the X-Site property and is concerned with traffic and safety. The only way to enter and exit is on the south side of 75th Street when traveling eastbound. She suggested adding a left turn lane and a deceleration lane on the eastbound side. She also feels the current design of the project is not maintaining the character of the neighborhood.

Phil Leutkehans, Attorney for the X-Site petition spoke on behalf of his client. He feels the project is consistent with the surrounding area. He noted there was a traffic study and analysis completed for the Zoning Board of Appeals meeting. He asked that the Committee recommend petition for approval.

5. MINUTES APPROVAL

5.A. [24-2516](#)

Development Committee - Regular Meeting - September 3, 2024

Attachments: [Final Summary Meeting Minutes 9-3-2024.pdf](#)

RESULT:	APPROVED
MOVER:	Liz Chaplin
SECONDER:	Patty Gustin
AYES:	Chaplin, Gustin, Krajewski, Ozog, Rutledge, and Tornatore

6. REGULATORY SERVICES

6.A. [DC-CO-0001-24](#)

Change Order to County Contract 4673-0001 SERV, issued to Accela, Inc., for a contract increase of \$4,354.20, resulting in an amended contract total of \$969,863.99, an increase of .45%.

Attachments: [Request for CO - Accela_Redacted.pdf](#)
[Accela Quote #Q-34106.pdf](#)
[Decision Memo - Accela.pdf](#)
[Vendor Ethics Disclosure Accela Inc.pdf](#)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Brian Krajewski
SECONDER:	Patty Gustin
AYES:	Chaplin, Gustin, Krajewski, Ozog, Rutledge, and Tornatore

6.B. [DC-O-0059-24](#)

ZONING-24-000053 – ORDINANCE – Xsite: To approve the following zoning relief:

1. Rezoning from R-2 to B-2 General Business District.
 2. Conditional Use for a Planned Development with a Self-Storage Facility, Day Care Center, and Drive-Through Coffee Shop with the following exception:
 - a. To increase the FAR from permitted .25 to approximately 0.66. (Lisle/District 5)
- ZBA VOTE (to Approve): 7 Ayes, 0 Nays, 0 Absent
Development Committee VOTE (to Approve): 6 Ayes, 0 Nays, 0 Absent

Member Gustin inquired about the engineering plans for the access points and the type of

buffering residents will have with this development. Paul Hoss explained that the Department of Transportation has reviewed the traffic study and have worked out the access points on this divided highway, right in, right out and a shared access with Walgreens to the east side. He added there will be a full landscape screen around entire property.

RESULT:	APPROVED AT COMMITTEE
MOVER:	Liz Chaplin
SECONDER:	Mary Ozog
AYES:	Chaplin, Gustin, Krajewski, Ozog, Rutledge, and Tornatore

6.C. [DC-O-0060-24](#)

ZONING-24-000058 – ORDINANCE – Mies: To approve the following zoning relief: Variation to reduce the corner side setback from required 30 feet to approximately 12.08 feet. for a one-story, three car garage addition and interior renovation project.

(Lisle/District 2)

ZHO Recommendation to Approve

Development Committee VOTE (to Approve): 6 Ayes, 0 Nays, 0 Absent

Attachments: [Z-24-000058 Mies Dev. Com. \(09-17-2024\).pdf](#)

RESULT:	APPROVED AT COMMITTEE
MOVER:	Liz Chaplin
SECONDER:	Brian Krajewski
AYES:	Chaplin, Gustin, Krajewski, Ozog, Rutledge, and Tornatore

6.D. [DC-O-0061-24](#)

ZONING-24-000062 – ORDINANCE – Falcon Point Subdivision: To approve the following zoning relief:

Conditional Use for a Planned Development in the R-4 Single Family Residential District for a 9-lot single family subdivision, with the following exceptions:

1. To reduce the required lot size from 20,000 sq. ft. to approximately 7,555 sq. ft. for proposed Lots 1-4 and to approximately 7,561 for proposed Lots 5-9.
2. To reduce the required lot width from 100 ft. to approximately 58 ft.
3. To increase the FAR from required 0.35 to approximately 0.45. (Milton/District 6)

ZBA VOTE (to Approve): 7 Ayes, 0 Nays, 0 Absent

Development Committee VOTE (to Approve): 6 Ayes, 0 Nays, 0 Absent

Attachments: [Z-24-000062 Falcon Point Subdivision Dev. Com. \(09-17-2024\) Redacted.pdf](#)

RESULT:	APPROVED AT COMMITTEE
MOVER:	Liz Chaplin

SECONDER:	Brian Krajewski
AYES:	Chaplin, Gustin, Krajewski, Ozog, Rutledge, and Tornatore

7. OLD BUSINESS

No old business was discussed.

8. NEW BUSINESS

No new business was discussed.

9. ADJOURNMENT

With no further business, the meeting was adjourned at 10:55 AM



Development Requisition \$30,000 and over

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

File #: DC-P-0003-24

Agenda Date: 11/5/2024

Agenda #: 6.A.

AWARDING RESOLUTION
ISSUED TO SAFE BUILT ILLINOIS, LLC
TO PROVIDE PROFESSIONAL BUILDING & PLUMBING PLAN REVIEWS
AND BUILDING INSPECTIONS ON AN AS-NEEDED BASIS
FOR RESIDENTIAL AND COMMERCIAL BUILDINGS
IN UNINCORPORATED DUPAGE COUNTY
(CONTRACT AMOUNT: \$75,000.00)

WHEREAS, an agreement has been negotiated in accordance with County Board policy; and

WHEREAS, the Development Committee recommends County Board approval for the issuance of a contract purchase order to SAFE Built Illinois LLC, to provide professional services performing building and plumbing plan reviews, and building inspections on an as-needed basis, for residential and commercial buildings in unincorporated DuPage County, for the period December 1, 2024 through November 30, 2025.

NOW, THEREFORE BE IT RESOLVED that County contract covering said, to provide professional services performing building and plumbing plan reviews, and building inspections on an as-needed basis, for residential and commercial buildings in unincorporated DuPage County, for the period December 1, 2024 through November 30, 2025, for Building & Zoning, be, and is hereby approved for issuance of a contract purchase order by the Procurement Division, to SAFE Built Illinois LLC, 34121 N. US Route 45, Suite 223, Grayslake, IL 60030, per RFP #24-006-BZP. This is renewal one (1) of three (3) additional twelve (12) month renewals.

Enacted and approved this 12th of November, 2024 at Wheaton, Illinois.

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____

JEAN KACZMAREK, COUNTY CLERK



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

SECTION 1: DESCRIPTION

<i>General Tracking</i>		<i>Contract Terms</i>	
FILE ID#: DC-P-0003-24	RFP, BID, QUOTE OR RENEWAL #: RFP #24-006-BZP	INITIAL TERM WITH RENEWALS: 1 YR + 3 X 1 YR TERM PERIODS	INITIAL TERM TOTAL COST: \$75,000.00
COMMITTEE: DEVELOPMENT	TARGET COMMITTEE DATE:	PROMPT FOR RENEWAL:	CONTRACT TOTAL COST WITH ALL RENEWALS:
	CURRENT TERM TOTAL COST: \$75,000.00	MAX LENGTH WITH ALL RENEWALS: FOUR YEARS	CURRENT TERM PERIOD: FIRST RENEWAL
<i>Vendor Information</i>		<i>Department Information</i>	
VENDOR: SAFEBuilt Illinois LLC	VENDOR #: 33979	DEPT: Building & Zoning	DEPT CONTACT NAME: Marla Flynn
VENDOR CONTACT: Alan Greene	VENDOR CONTACT PHONE: 224-250-4010	DEPT CONTACT PHONE #: X6789	DEPT CONTACT EMAIL: Marla.Flynn@dupagecounty.gov
VENDOR CONTACT EMAIL: agreene@safebuilt.com	VENDOR WEBSITE:	DEPT REQ #:	
<i>Overview</i>			
DESCRIPTION Identify scope of work, item(s) being purchased, total cost and type of procurement (i.e., lowest bid, RFP, renewal, sole source, etc.). Professional services to perform Building & Zoning plan reviews.			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished Review of building and plumbing plans throughout the course of construction are required by DuPage County Building Code to ensure code compliance.			

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.
RENEWAL OF RFP	

SECTION 3: DECISION MEMO

SOURCE SELECTION	Describe method used to select source. RFP #24-006-BZP was released to the public on 12/1/2023. Of 98 invitations sent out, one (1) requested documents. Four (4) vendors submitted proposals. Those proposals were evaluated in four categories. SAFEBuilt met the criteria and was rated the highest points.
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. Do not approve contract toSAFEBuilt Illinois LLC. 2. Perform services in-house. Department does not have qualified staffing to provide this service in-house.

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: SAFEBuilt Illinois LLC	Vendor#: 33979	Dept: Building & Zoning	Division:
Attn: Alan Greene	Email: agreene@safebuilt.com	Attn: Marla Flynn	Email: Marla.Flynn@dupagecounty.gov
Address: 3755 Precision Dr, Suite 140	City: Loveland	Address: 421 N County Farm Rd	City: Wheaton
State: CO	Zip: 80538	State: IL	Zip: 60187
Phone: 866-977-4111	Fax: 877-203-2704	Phone: 630-407-6789	Fax: 630-407-6702
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: SAFEBuilt Illinois LLC	Vendor#: 33979-R01	Dept:	Division:
Attn:	Email:	Attn:	Email:
Address: Lockbox #88135 PO Box 88135	City: Chicago	Address:	City:
State: IL	Zip: 60680-1135	State:	Zip:
Phone:	Fax:	Phone:	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Dec 1, 2024	Contract End Date (PO25): Nov 30, 2025

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		Professional Services to perform building & plumbing plan reviews and Building Inspections on an "as needed" basis for residential and commercial buildings in unincorporated DuPage County per RFP #24-006-BZP for the period of 12/1/2024 - 11/30/2025.	FY25	1100	2810	53090		75,000.00	75,000.00
<i>FY is required, ensure the correct FY is selected.</i>										Requisition Total	\$ 75,000.00

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



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 SAFEbuilt Illinois, LLC located at 3755 Precision Drive, Suite 140, Loveland, CO 80538, hereinafter called the "CONTRACTOR", witnesseth;

The COUNTY and the CONTRACTOR have previously entered into a Contract, pursuant to Bid #24-006-BZP which became effective on 1/30/2024 and which will expire 11/30/2024. 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 11/30/2025.

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

CONTRACTOR

THE COUNTY OF DUPAGE

SIGNATURE _____

SIGNATURE _____

Gary Amato

Brian Rovik

PRINTED NAME

PRINTED NAME

Chief Administrative Officer

Buyer I

PRINTED TITLE

PRINTED TITLE

September 30, 2024

DATE

DATE



THE COUNTY OF DUPAGE
 FINANCE - PROCUREMENT
 PLANS EXAMINER SERVICES 24-006-BZP
 BID TABULATION

√

Criteria	Available Points	SAFEbuilt Illinois, LLC
Firm Qualifications	20	19
Key Qualifications	30	29
Project Understanding	30	29
Price	20	20
Total	100	97

Fee and Rate Proposal	\$ 21,483.00
Percentage of points	100%
Points awarded (wtd against lowest price)	20

NOTES

1. B & F Construction Code , Inc. has been deemed non-responsive for not providing price as requested.
2. Lakeside Consultants LLC has been deemed non-responsive for not having employees.
3. T.P.I. Building Code Consultants, Inc. has been deemed non-responsive for not providing price as requested.

RFP Posted on 12/1/2023	DW, NE
Bid Opened On 12/19/2023, 2:30 PM CST by	
Invitations Sent	98
Total Requesting Documents	1
Total Bid Responses Received	4

SECTION 8 - BID FORM PRICING

Provide the price of performing each Plan Review type. Pricing shall include related telephone, email, or other forms of communications. Quantities shown are estimated only for bid canvassing purposes.

SECTION 1

NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE
Plan Review Type					
1	Residential	HR	8	\$ 99	\$ 792.
2	Commercial	HR	200	\$ 99	\$ 19,800
3	Fire Systems	HR	9	\$ 99	\$ 891
GRAND TOTAL					\$ 21,483
GRAND TOTAL (In words)					

SECTION 2

NO.	ITEM	UOM	PRICE
Construction Inspection Services - Commercial Weekdays 8:00 AM to 4:30 PM			
4	Electrical	HR	\$ 90
5	Building	HR	\$ 90
6	Mechanical	HR	\$ 90
7	Plumbing	HR	\$ 110
Construction Inspection Services - Commercial After Hours & Saturdays before 4:30 PM			
8	Electrical	HR	\$ 120
9	Building	HR	\$ 120
10	Mechanical	HR	\$ 120
11	Plumbing	HR	\$ 120
Construction Inspection Services - Commercial Sundays, Holidays & Saturdays after 4:30 PM			
12	Electrical	HR	\$ 160
13	Building	HR	\$ 160
14	Mechanical	HR	\$ 160
15	Plumbing	HR	\$ 160
Construction Inspection Services - Residential Weekdays 8:00 AM to 4:30 PM			
16	Electrical	HR	\$ 90
17	Building	HR	\$ 90
18	Mechanical	HR	\$ 90
19	Plumbing	HR	\$ 110
Construction Inspection Services - Residential After Hours & Saturdays before 4:30 PM			
20	Electrical	HR	\$ 120
21	Building	HR	\$ 120
22	Mechanical	HR	\$ 120
23	Plumbing	HR	\$ 120
Construction Inspection Services - Residential Sundays, Holidays & Saturdays after 4:30 PM			
24	Electrical	HR	\$ 160
25	Building	HR	\$ 160
26	Mechanical	HR	\$ 160

NO.	ITEM	UOM	PRICE
27	Plumbing	HR	\$ 160
Cost per Plan Review Type One & Two-Family Dwellings			
28	Plan Review per Dwelling	EA	\$ 324
29	Plan Review Expedited Additional Fee	EA	\$ +40%
Industrial, Commercial & Multi-Family Structures			
30	Hazardous Areas - Additional Cost	1000 SQ FT	\$ 330
31	Commercial Kitchens/Food Processing Areas - Additional Cost	1000 SQ FT	\$ 330
32	Re-Review Additional Cost	EA	\$ 132
33	Expedited Plan Review Additional Cost	EA	\$ +40%
Per Plan Review - Gross Floor Area Base Building			
34	up to 2,500 SF	SQ FT	\$ 396
35	2,501 to 4,000 SF	SQ FT	\$ 445
36	4,001 to 5,000 SF	SQ FT	\$ 544
37	5,001 to 7,500 SF	SQ FT	\$ 693
38	7,501 to 10,000 SF	SQ FT	\$ 693
39	Over 10,000 SF	SQ FT	\$ 891
Base Building with up to 2 other disciplines			
40	up to 2,500 SF	SQ FT	\$ 495
41	2,501 to 4,000 SF	SQ FT	\$ 544
42	4,001 to 5,000 SF	SQ FT	\$ 654
43	5,001 to 7,500 SF	SQ FT	\$ 687
44	7,501 to 10,000 SF	SQ FT	\$ 742
45	Over 10,000 SF	SQ FT	\$ 990
Base Building with up to 3 other disciplines			
46	up to 2,500 SF	SQ FT	\$ 594
47	2,501 to 4,000 SF	SQ FT	\$ 654
48	4,001 to 5,000 SF	SQ FT	\$ 693
49	5,001 to 7,500 SF	SQ FT	\$ 737
50	7,501 to 10,000 SF	SQ FT	\$ 792
51	Over 10,000 SF	SQ FT	\$ 1039
Plumbing Plan Reviews			
52	Single Family	EA	\$ 110
53	Duplex	EA	\$ 110
54	Town Homes, Condominiums, Apartments	EA	\$ 110
55	Commercial	EA	\$ 110
Additional Cost Fixture or Waste Opening			
56	Single Family	EA	\$ 0
57	Duplex	EA	\$ 0
58	Town Homes, Condominiums, Apartments	EA	\$ 0
59	Commercial	EA	\$ 0
Sprinkler Systems Pipe Schedule System (Pipe Schedule System)			
60	1 to 20	EA	\$ 148
61	21 to 100	EA	\$ 172
62	101 to 200	EA	\$ 198
63	201 to 300	EA	\$ 250

NO.	ITEM	UOM	PRICE
64	301 to 500	EA	\$ 420
65	Over 500	EA	\$ 495
NO.	ITEM	UOM	PRICE
Sprinkler Systems Pipe Schedule System (Hydraulically Calculated System)			
66	1 to 20	EA	\$ 172
67	21 to 100	EA	\$ 297
68	101 to 200	EA	\$ 396
69	201 to 300	EA	\$ 495
70	301 to 500	EA	\$ 594
71	Over 500	EA	\$ 693
Fire Detection and Alarm Systems			
71	Complete System	EA	\$ 100 or .013 PSF
72	Partial System - Not Containing Total building area Detection System	EA	\$ 100 or .009 PSF
73	Partial System - Supervisory Protection of Sprinkler Systems & Duct Detection	EA	\$ 100 or .005 PSF
Standpipe Systems			
74	Standpipe	EA	\$ 198
75	Standpipes Part of Total Building Sprinkler Systems	EA	\$ NO COST
Gas Suppression Systems or Dry Chemical System			
76	1 to 50	EA	\$ 198
77	51 to 100	EA	\$ 198
78	101 to 200	EA	\$ 247
79	201 to 300	EA	\$ 247
80	301 to 400	EA	\$ 346
81	401 to 500	EA	\$ 374
82	501 to 750	EA	\$ 423
83	751 to 1000	EA	\$ 495
84	Over 1000	EA	\$ 544
Restaurant Wet Chemical Systems			
85	Hood System	EA	\$ 198
86	Each Additional System or Hood Reviewed at Same Time with Same Unit	EA	\$ 100
Restaurant Mechanical Hood and Duct Systems			
87	Hood	EA	\$ 198
88	Each Additional System or Hood Reviewed at Same Time with Same Unit	EA	\$ 100
Life Safety Plan Reviews			
89	Per Review	EA	\$ 176
90	Per Re-Review	EA	\$ 90

SECTION 9 - PROPOSAL FORM
PLANS EXAMINER SERVICES 24-006-BZP
(PLEASE TYPE OR PRINT THE FOLLOWING INFORMATION)

Full Name of Offeror	SAFEbuilt Illinois, LLC
Main Business Address	444 N Cleveland Avenue
City, State, Zip Code	Loveland, CO 8537
Telephone Number	866.977.4111
Fax Number	
Proposal Contact Person	Alan Greene
Email Address	agreene@safebuilt.com

The undersigned certifies that he is:

- the Owner/Sole Proprietor
 a Member of the Partnership
 an Officer of the Corporation
 a Member of the Joint Venture

herein after called the Offeror and that the members of the Partnership or Officers of the Corporation are as follows:

Chris Giordano, Chief Executive Officer
(President or Partner)

Joe DeRosa, Chief Revenue Officer
(Vice-President or Partner)

Will Brown, Chief Financial Officer
(Secretary or Partner)

Matthew Causley, Chief Operating Officer
(Treasurer or Partner)

Further, the undersigned declares that the only person or parties interested in this Proposal as principals are those named herein; that this Proposal 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 Manager, DuPage Center, 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, _____, and _____ issued thereto;

Further, the undersigned proposes and agrees, if this Proposal 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 Offeror 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 Offeror and is true and accurate.

Further, the undersigned certifies that the Offeror is not barred from proposing on this contract as a result of a violation of either 720 Illinois Compiled Statutes 5/33 E-3 or 5/33E-4, proposal rigging or proposal-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 proposal and has checked the same in detail before submitting this proposal, 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. (Offeror may be requested to provide a copy of the corporate resolution granting the individual executing the contract documents authority to do so.) Further, the offeror certifies that he has provided services comparable to the items specified in this contract to the parties

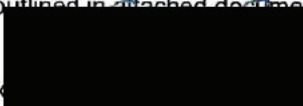
listed in the reference section below and authorizes the County to verify references of business and credit at its option.

Finally, the offeror, 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 cost schedule.

PROPOSAL AWARD CRITERIA


This proposal will be awarded to the most responsive, responsible vendor meeting specifications based upon the highest score compiled during evaluation of the proposals outlined in the selection process.

The Contractor agrees to provide the service described above and in the contract specifications under the conditions outlined in attached documents for the amount stated.

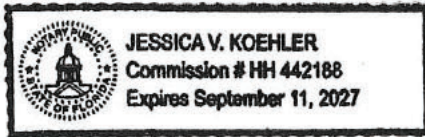
X  Chris Giordano, Chief Executive Officer
(Signature and Title)

CORPORATE SEAL
(If available)

PROPOSAL MUST BE SIGNED FOR CONSIDERATION

 is 14th day of December AD, 2023

My Commission Expires: September 11, 2027
(Notary Public)





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: _____

Bid/Contract/PO #: _____

Company Name: SAFEbuilt, LLC	Company Contact: Gary Amato
Contact Phone: 970-219-4999	Contact Email: gamato@safebuilt.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
Jessica Koehler (no recollection of any contact, but possible)	954-921-7781	jkoehler@safebuilt.com

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

Printed Name Gary Amato

Title CAO

Date September 25, 2024

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



Development Change Order with Resolution

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

File #: DC-CO-0002-24

Agenda Date: 11/5/2024

Agenda #: 10.A.

AMENDMENT TO COUNTY CONTRACT 6693-0001 SERV
ISSUED TO ACCELA, INC.
FOR THE EXTENSION OF SUBSCRIPTION OF VELOSIMO SOFTWARE INTEGRATION AND
INCREASE OF ENCUMBRANCE
FOR BUILDING & ZONING, STORMWATER MANAGEMENT, DIVISION OF TRANSPORTATION AND
PUBLIC WORKS
(EXTEND TO JUNE 22, 2025 AND INCREASE ENCUMBRANCE \$18,526.83, 60.51%)

WHEREAS, County Contract 6693-0001-SERV was approved by the DuPage County Board on December 1, 2023; and

WHEREAS, the Development Committee recommends changes as stated in the Change Order Request to County Contract 6693-0001 SERV, issued to Accela, Inc., for Building & Zoning, Stormwater Management, Division of Transportation and Public Works, to extend the contract to June 22, 2025 and increase the contract in the amount of \$18,526.83, resulting in an amended contract total of \$49,144.83, an increase of 60.51%.

NOW, THEREFORE BE IT RESOLVED, that the County Board adopt the Change Order Notice to County Contract 6693-0001 SERV, issued to Accela, Inc., to extend the contract for the subscription to the Velosimo software to June 22, 2025 and increase the contract in the amount of \$18,526.83, resulting in an amended contract total of \$49,144.83, an increase of 60.51%.

Enacted and approved this 12th day of November, 2024 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: Oct 29, 2024

MinuteTraq (IQM2) ID #: _____

Purchase Order #: 6693-0001 SERV	Original Purchase Order Date: Dec 1, 2023	Change Order #: 1	Department: Building & Zoning
Vendor Name: Accela Inc		Vendor #: 23818	Dept Contact: Marla Flynn
Background and/or Reason for Change Order Request:	To extend the contract expiration date to 6/22/2025 so that it will coincide with all renewals per Vendor's terms and increase the contract in the amount of \$18,526.83 to cover the extension.		
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	\$30,618.00
B	Net \$ change for previous Change Orders	\$0.00
C	Current contract amount (A + B)	\$30,618.00
D	Amount of this Change Order <input checked="" type="checkbox"/> Increase <input type="checkbox"/> Decrease	\$18,526.83
E	New contract amount (C + D)	\$49,144.83
F	Percent of current contract value this Change Order represents (D / C)	60.51%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	60.51%

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: Nov 30, 2024 to: Jun 22, 2025

Increase ≥ \$2,500.00, or ≥ 10%, of current contract amount Funding Source See "Other" below

OTHER - explain below:
 1100-2810-53806 - \$4,631.71, 1600-3000-53806 - \$4,631.71, 1500-3500-53806 - \$4,631.71, 2000-2665-53806 - \$4,631.70

<u>mat</u>	X6789	Oct 29, 2024	<u>DRB</u>	x6193	10/31/24
Prepared By (Initials)	Phone Ext	Date	Recommended for Approval (Initials)	Phone Ext	Date
REVIEWED BY (Initials Only)					
Buyer	Date	Procurement Officer	Date		
Chief Financial Officer (Decision Memos Over \$25,000)	Date	Chairman's Office (Decision Memos Over \$25,000)	Date		



Decision Memo

Procurement Services Division

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

Date: Oct 29, 2024

File ID #: _____

Purchase Order #: 6693-0001SERV

Requesting Department: Building & Zoning	Department Contact: Marla Flynn
Contact Email: Marla.Flynn@dupagecounty.gov	Contact Phone: X6789
Vendor Name: Accela Inc	Vendor #: 23818

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

To extend current contract expiration date from 11/30/24 to 6/22/25 and increase the amount \$18,526.83 to cover extension of contract.

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

Vendor is requesting all contracts be co-termed with other annual agreements. This change order would put this contract in line with other agreement terms.

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

Subscription is necessary for software integration between Accela on-line permitting software and Bluebeam plan review software.

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

- 1) Approve change order so that the permitting software and the plan review software can be integrated.
- 2) Don't approve and software cannot be used as an integrated program.

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.

FY2025:
 1100-2810-53806 - \$4,631.71
 1600-3000-53806 - \$4,631.71
 1500-3500-53806 - \$4,631.71
 2000-2665-53806 - \$4,631.70