



DU PAGE COUNTY

Judicial and Public Safety Committee

Final Summary

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

Tuesday, April 18, 2023

8:00 AM

County Board Room

1. CALL TO ORDER

8:00 AM meeting was called to order by Chair Lucy Evans at 8:02 AM.

2. ROLL CALL

Other Board Members present: Member Kari Galassi, Member Paula Garcia and Member Sheila Rutledge.

Staff in attendance: Nick Kottmeyer (Chief Administrative Officer), Joan Olson (Chief Communications Officer), Robert Berlin (State's Attorney), Conor McCarthy (State's Attorney Office), Paul Bruckner (State's Attorney Office), Lisa Smith (State's Attorney Office), Barb Reynolds (State's Attorney Office), Jeff York (Public Defender), Craig Dieckman (Director, Office of Homeland Security and Emergency Management), Jason Blumenthal (Policy and Program Manager), Evan Shields (County Board Public Information Officer), Jeff Martynowicz (Chief Financial Officer), Valerie Calvente (Procurement), Claire Dragovich (Director, Crime Laboratory), James Mendrick (Sheriff), Edmond Moore (Undersheriff), Robert Carroll (Sheriff's Office Public Information Officer), Jim Gunther (Westmont Police Chief and Chairman of MERIT Board of Directors) and members of the MERIT Executive Team.

PRESENT	Chaplin, Childress, DeSart, Eckhoff, Evans, Gustin, Krajewski, Ozog, Schwarze, Tornatore, Zay, and Yoo
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3. PUBLIC COMMENT

No public comment was offered.

4. CHAIR REMARKS - Chair Evans

Chair Evans introduced Jim Gunther, Westmont Police Chief and Chair of the Board of Directors of MERIT (Metropolitan Emergency Response Investigations Team) and members of the MERIT team. She then invited Chief Gunther to deliver his MERIT presentation to the Committee.

5. PRESENTATION

5.A. MERIT (Metropolitan Emergency Response Investigations Team) - Westmont Police Chief Jim Gunther

Jim Gunther, Chairman of MERIT and Westmont Police Chief, presented to the Committee an overview of MERIT which is a multi-jurisdictional task force comprised of 36 DuPage County agencies. MERIT, which has been in existence for almost four years, is the only task force of its kind and is comprised of specially trained law enforcement officers. It is a collaboration of three Operations Sections: Tactical, Special and Investigative. Included within these three sections are 14 specific areas of expertise. Chairman Gunther briefly explained each of these areas. He then went on to inform the Committee of some upcoming changes within MERIT's command structure. Chief Gunther stressed the importance of shared services and interoperability which results in the County's law enforcement agencies working very well together.

At this time, State's Attorney Robert Berlin shared information on how MERIT, since its inception in August of 2019, has made an impact in assisting his office with prosecuting cases.

Chairman Gunther then spoke briefly about MERIT's two Bearcat vehicles and the recent dedication of them. In addition, he mentioned that a Command Vehicle is currently being built and upon completion will be added to their fleet.

In closing, Chairman Gunther thanked the Committee for inviting him to speak today.

Questions were asked by Members DeSart, Chaplin and Ozog to which Chairman Gunther responded.

Following the presentation, Chair Evans recognized two members of the MERIT team who have recently retired: Roselle Police Chief and MERIT Treasurer Steve Herron along with Law Enforcement Bureau Chief Robert Toerpe from the DuPage County Sheriff's Office. She thanked them both for their dedication to public safety.

At this time, Chair Evans and Member Grant Eckhoff presented each of the MERIT team members with a Certificate of Appreciation on behalf of Chair Deborah Conroy to recognize their contributions to enhancing the quality of life for all DuPage County residents through their collaborative efforts. Those receiving awards included: Chairman Jim Gunther, Westmont Police Chief; Vice-Chairman Brian Cunningham, Woodridge Police Chief; Immediate Past Chairman Ray Turano, Warrenville Police Chief (Ret.); Secretary Bill Holmer, Carol Stream Police Chief; Treasurer Tim Roberts, Wayne Police Chief; DuPage County Sheriff James Mendrick; DuPage County State's Attorney Robert Berlin; DuPage Chiefs Liaison John Madden, Burr Ridge Police Chief; MERIT Coordinator Dan Bilodeau, Deputy Chief - DuPage County Sheriff's Office; Deputy Coordinator-Investigative Operations Tom Stefanson, Woodridge Deputy Police Chief; Deputy Coordinator-Special Operations Joe Grage, Lombard Deputy Police Chief and Deputy Coordinator-Tactical Operations Colin Fleury, West Chicago Police Chief.

6. APPROVAL OF MINUTES:**6.A. [23-1552](#)**

Judicial and Public Safety Committee Minutes - Regular Meeting - Tuesday, April 4, 2023

The motion was approved on a voice vote, all "ayes".

RESULT: APPROVED

MOVER: Jim Zay

SECONDER: Patty Gustin

7. PROCUREMENT REQUISITIONS**7.A. [JPS-P-0052-23](#)**

Recommendation for the approval of a contract purchase order to Trinity Services Group, Inc., to provide meals for the inmates and officers in the jail, for the Sheriff's Office, for the period of June 1, 2023 through May 31, 2024, for a contract total amount of \$1,225,031; per RFP #23-026-SHF. (Sheriff's Office)

Members Zay, DeSart and Krajewski asked questions regarding why there were not more vendors bidding on this contract. Valerie Calvente from Procurement responded. Member DeSart inquired whether or not Trinity Services Group had a backup plan in the event they are not able to provide services. Ms. Calvente confirmed that Trinity does have a backup plan in place. Chair Evans further commented that DuPage County has had the same contract for the last four years. In that time, the cost per meal has increased which she attributes to inflation, labor shortages and an increase in the inmate population. Policy and Program Manager Jason Blumenthal then informed the Committee that this is a not to exceed contract and may possibly come in under the total amount of the contract. The motion was approved on a voice vote, all "ayes".

RESULT: APPROVED AND SENT TO FINANCE

MOVER: Mary Ozog

SECONDER: Patty Gustin

8. BUDGET TRANSFERS**8.A. [23-1553](#)**

Transfer of funds from account no. 1000-4402-53090 (other professional services) to account no. 1000-4402-52000 (furniture/machinery/equipment small value) in the amount of \$5,000 for the purchase of 44 chairs for the Crisis Intervention Training room. (Sheriff's Office)

The motion was approved on a voice vote, all "ayes".

RESULT: APPROVED

MOVER: Jim Zay

SECONDER: Liz Chaplin

8.B. [23-1554](#)

Transfer of funds from account no. 1000-6300-50000 (regular salaries) to account no. 1000-6300-50050 (temporary salaries) in the amount of \$70,300 for additional temporary legal intern's salaries for the Spring and Summer. (Public Defender's Office)

The motion was approved on a voice vote, all "ayes".

RESULT: APPROVED

MOVER: Mary Ozog

SECONDER: Yeena Yoo

8.C. [23-1555](#)

Transfer of funds from account nos. 5000-6192-50000 (regular salaries), 5000-6192-51010 (employer share IMRF), and 5000-6192-51030 (employer share social security) to account nos. 5000-6192-51040 (employee medical and hospital insurance), 5000-6192-53070 (medical services), 5000-6192-52000 (furniture/machinery/equipment small value), 5000-6192-52200 (operating supplies and materials), and 5000-6192-53830 (other contractual expenses) in the amount of \$10,618 to offset salaries and benefits to cover the increased cost of treatment services, for furniture and small equipment, operating supplies, and other contractual expenses to line up with the grant budget supplemental funding per the grant authority, per Activity Code 192301. (Probation and Court Services)

The motion was approved on a voice vote, all "ayes".

RESULT: APPROVED

MOVER: Jim Zay

SECONDER: Liz Chaplin

9. GRANTS

9.A. [23-1556](#)

GPN-021-23: FY23 Formula DNA Capacity Enhancement for Backlog Reduction (CEBR) Program – US Department of Justice Bureau of Justice Assistance - \$395,280. (Sheriff's Office)

The motion was approved on a voice vote, all "ayes".

RESULT: APPROVED AND SENT TO FINANCE

MOVER: Liz Chaplin

SECONDER: Jim Zay

10. TRAVEL

10.A. [23-1557](#)

Authorization is requested for one Coordinator from the DuPage Office of Homeland Security and Emergency Management (OHSEM) to attend an all-day workshop on April 26, 2023 hosted by the Illinois Law Enforcement Alarm System (ILEAS) to issue and

train on new equipment. DuPage OHSEM is the host agency for ILEAS communications assets ITECS 4. ILEAS is providing lodging for this Coordinator on the night prior to the workshop. Breakfast is included at the hotel and ILEAS is providing lunch during the workshop. Other than gas reimbursement in the amount of \$50, there is no cost to DuPage County. (Office of Homeland Security and Emergency Management)

The motion was approved on a voice vote, all "ayes".

RESULT: APPROVED AT COMMITTEE

MOVER: Liz Chaplin

SECONDER: Brian Krajewski

10.B. [23-1558](#)

Authorization is requested for one Reservist from the DuPage Office of Homeland Security and Emergency Management (OHSEM) to attend an all-day workshop on April 26, 2023 hosted by the Illinois Law Enforcement Alarm System (ILEAS) to issue and train on new equipment. DuPage OHSEM is the host agency for ILEAS communications assets ITECS 4. ILEAS is providing lodging for this Reservist on the night prior to the workshop. Breakfast is included at the hotel and ILEAS is providing lunch during the workshop. There is no cost to DuPage County. (Office of Homeland Security and Emergency Management)

Member Zay asked why it was necessary for these two travel requests to appear on the agenda. Policy and Program Manager Jason Blumenthal and Member Chaplin responded that the travel policy is currently being reviewed.

The motion was approved on a voice vote, all "ayes".

RESULT: APPROVED AT COMMITTEE

MOVER: Liz Chaplin

SECONDER: Jim Zay

11. **INFORMATIONAL**

11.A. [23-1559](#)

Public Defender's Office March 2023 Monthly Statistical Report (Public Defender's Office)

The motion was approved on a voice vote, all "ayes".

RESULT: ACCEPTED AND PLACED ON FILE

MOVER: Jim Zay

SECONDER: Liz Chaplin

12. **OLD BUSINESS**

No old business was offered.

13. **NEW BUSINESS**

No new business was offered.

14. ADJOURNMENT

With no further business, the meeting was adjourned at 8:45 AM. The next meeting is scheduled for Tuesday, May 2, 2023 at 8:00 A.M.



Minutes

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

File #: 23-1552

Agenda Date: 4/18/2023

Agenda #: 6.A.



DU PAGE COUNTY

Judicial and Public Safety Committee

Final Summary

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WHEATON, IL 60187
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Tuesday, April 4, 2023

8:00 AM

County Board Room

1. CALL TO ORDER

8:00 AM meeting was called to order by Chair Lucy Evans at 8:00 AM.

2. ROLL CALL

Other Board Members present: Member Paula Garcia

Staff in attendance: Nick Kottmeyer (Chief Administrative Officer), Joan Olson (Chief Communications Officer), Evan Shields (Public Information Officer), Conor McCarthy (State's Attorney Office), Lisa Smith (State's Attorney Office), Barb Reynolds (State's Attorney Office), Nick Alfonso (State's Attorney Office), Craig Dieckman (Director, Office of Homeland Security and Emergency Management), Keith Briggs (Chief of Security), Jeff Martynowicz (Chief Financial Officer), and Valerie Calvente (Procurement).

Member Yeena Yoo arrived at 9:19 a.m.

PRESENT	Chaplin, Childress, DeSart, Eckhoff, Evans, Gustin, Ozog, Schwarze, Tornatore, and Zay
ABSENT	Krajewski
LATE	Yoo

3. PUBLIC COMMENT

No public comments were offered.

4. CHAIR REMARKS - Chair Evans

Chair Evans let the Committee know that Governor JB Pritzker issued a Disaster Declaration for Illinois counties struck by a series of tornadoes. She informed the Committee that Chair Deborah Conroy issued a Disaster Proclamation for DuPage County, in response to damage that occurred during a tornado in Addison, Illinois. This proclamation will help the County to procure items and services necessary to assist the communities with the storm damage that occurred. Chair Evans thanked OHSEM Director Craig Dieckman for his leadership, as well as County Staff and Community Partners for working together to monitor the weather situation.

She then informed the Committee that there will be a MERIT (Metropolitan Emergency Response Investigations Team) Presentation given by Westmont Police Chief, Jim Gunther, at the next Judicial and Public Safety meeting scheduled for April 18th. The MERIT team members will be presented with a Certificate of Appreciation on behalf of Chair Deborah Conroy at this upcoming meeting, to recognize their contributions to enhancing the quality of life for DuPage County residents.

Chair Evans also welcomed Member Michael Childress to request a moment of silence to acknowledge that this day is the 55th anniversary of the assassination of Martin Luther King. The committee entered into a moment of silent to recognize this.

5. APPROVAL OF MINUTES:**5.A. [23-1288](#)**

Judicial and Public Safety Committee - Regular Meeting - Tuesday, March 21, 2023.

The motion was approved on a voice vote, all "ayes".

RESULT:	APPROVED
MOVER:	Liz Chaplin
SECONDER:	Michael Childress

6. BUDGET TRANSFERS**6.A. [23-1293](#)**

Transfer of funds from account no. 5000-6000-53090 (Other Professional Services) to account nos. 5000-6000-52100 (I.T. Equipment-Small Value), 5000-6000-53800 (Printing) and 5000-6000-53806 (Software Licenses) in the amount of \$2,050 needed to reclass grant categories to reflect the budget revisions approved by the County Board and state grant agency. (18th Judicial Circuit Court)

The motion was approved on a voice vote, all "ayes".

RESULT:	APPROVED
MOVER:	Liz Chaplin
SECONDER:	Patty Gustin

6.B. [23-1294](#)

Transfer of funds from account no. 1000-4400-53090 (Other Professional Services) to account no. 1000-4400-54200 (Lease Right-of-Use Asset) in the amount of \$19,001 needed for the purchase of 6 Axon Fleet in-car camera systems not budgeted for. (Sheriff's Office)

The motion was approved on a voice vote, all "ayes".

RESULT:	APPROVED
MOVER:	Greg Schwarze
SECONDER:	Patty Gustin

6.C. [23-1295](#)

Transfer of funds from account no. 5000-6570-51010 (Employer Share I.M.R.F.) and 5000-6570-53090 (Other Professional Services) to account nos. 5000-6570-50000 (Regular Salaries), 5000-6570-51030 (Employer Share Social Security) and 5000-6570-51040 (Employee Medical & Hospital Insurance) in the amount of \$27,400 needed to realign grant budget to account for anticipated future payroll expenses which increased due to COLA and merit increases. (State's Attorney Office)

The motion was approved on a voice vote, all "ayes".

RESULT:	APPROVED
MOVER:	Michael Childress
SECONDER:	Patty Gustin

7 **PROCUREMENT REQUISITIONS**

7.A. [JPS-P-0051-23](#)

Recommendation for the approval for a contract purchase order to Axon Enterprise, Inc., for the purchase of 6 Axon fleet in-car camera systems, for the period of May 1, 2023 through April 30, 2028, for a contract total amount not to exceed \$95,000. (Sheriff's Office)

Member Ozog and Member Chaplin asked questions regarding this purchase, and Deputy Chief Dan Bilodeau responded.

The motion was approved on a voice vote, all "ayes".

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Greg Schwarze
SECONDER:	Patty Gustin

8. ACTION ITEMS

8.A. [JPS-CO-0003-23](#)

Recommendation for the approval of a change order amending purchase order 6183-0001 SERV, issued to Bond, Dickson & Associates, to provide continuing legal services as Special Assistant State's Attorneys, to increase the purchase order in an amount of \$100,000, resulting in an amended purchase order total amount not to exceed \$200,000, an increase of 100.00%. (State's Attorney's Office)

Member Gustin and Member Chaplin made inquiries regarding this item. Assistant State's Attorney Lisa Smith, Chief Financial Officer Jeffrey Martynowicz, and Policy and Program Manager Jason Blumenthal responded.

The motion was approved on a voice vote, all "ayes".

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Liz Chaplin
SECONDER:	Mary Ozog

9. OLD BUSINESS

No old business was discussed.

10. NEW BUSINESS

No new business was discussed.

11. ADJOURNMENT

With no further business, the meeting was adjourned at 8:21 A.M. The next meeting is scheduled for Tuesday, April 18, 2023 at 8:00 A.M.



Judicial/Public Safety Requisition \$30,000 and Over

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

File #: JPS-P-0052-23

Agenda Date: 4/18/2023

Agenda #: 7.A.

AWARDING RESOLUTION ISSUED TO
TRINITY SERVICES GROUP, INC.
TO PROVIDE MEALS FOR INMATES AND OFFICERS
FOR THE SHERIFF'S OFFICE
(CONTRACT TOTAL AMOUNT \$1,225,031)

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

WHEREAS, the Judicial and Public Safety Committee recommends County Board approval for the issuance of a contract to Trinity Services Group, Inc., to provide meals for the inmates and officers in the jail, for the period of June 1, 2023 through May 31, 2024, for the Sheriff's Office.

NOW, THEREFORE, BE IT RESOLVED, that said contract to provide meals for the inmates and officers in the jail, for the period of June 1, 2023 through May 31, 2024 for the Sheriff's Office, per RFP #23-026-SHF, be, and it is hereby approved for the issuance of a contract purchase order by the Procurement Division to Trinity Services Group, Inc., 1260 Andes Blvd., St. Louis, MO 63132, for a contract total amount of \$1,225,031.

Enacted and approved this 25th day of April, 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#: 23-1503	RFP, BID, QUOTE OR RENEWAL #: 23-026-SHF	INITIAL TERM WITH RENEWALS: 1 YR + 3 X 1 YR TERM PERIODS	INITIAL TERM TOTAL COST: \$1,225,031.00
COMMITTEE: JUDICIAL AND PUBLIC SAFETY	TARGET COMMITTEE DATE:	PROMPT FOR RENEWAL: 3 MONTHS	CONTRACT TOTAL COST WITH ALL RENEWALS: \$4,900,124.00
	CURRENT TERM TOTAL COST: \$1,225,031.00	MAX LENGTH WITH ALL RENEWALS: FOUR YEARS	CURRENT TERM PERIOD: INITIAL TERM
Vendor Information		Department Information	
VENDOR: Trinity Service Group	VENDOR #:	DEPT: Sheriff	DEPT CONTACT NAME: Commander John Putnam
VENDOR CONTACT: Jacque Woosley	VENDOR CONTACT PHONE: 636.399.4406	DEPT CONTACT PHONE #: 630-407-2050	DEPT CONTACT EMAIL: john.putnam@dupagesheriff.org
VENDOR CONTACT EMAIL: jacque.woosley@trinityservicesgroup.com	VENDOR WEBSITE: trinityservicesgroup.com	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.). This contract purchase order covers inmate and officer meals for a period of one year. This is the initial terms of food service provider agreement bid #23-026-SHF. This is a not to exceed contract. Pricing per meal is \$1.79 with a canvassing amount population of 625 meals 3 times per day.			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished The Sheriff's Office requirement to provide meal service to detainees in custody at the DuPage County Correctional Center			

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.
RFP (REQUEST FOR PROPOSAL)	

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. QUALITY OF LIFE
SOURCE SELECTION	Describe method used to select source. RFP process
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) Approve contract as is 2) Re-bid

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.

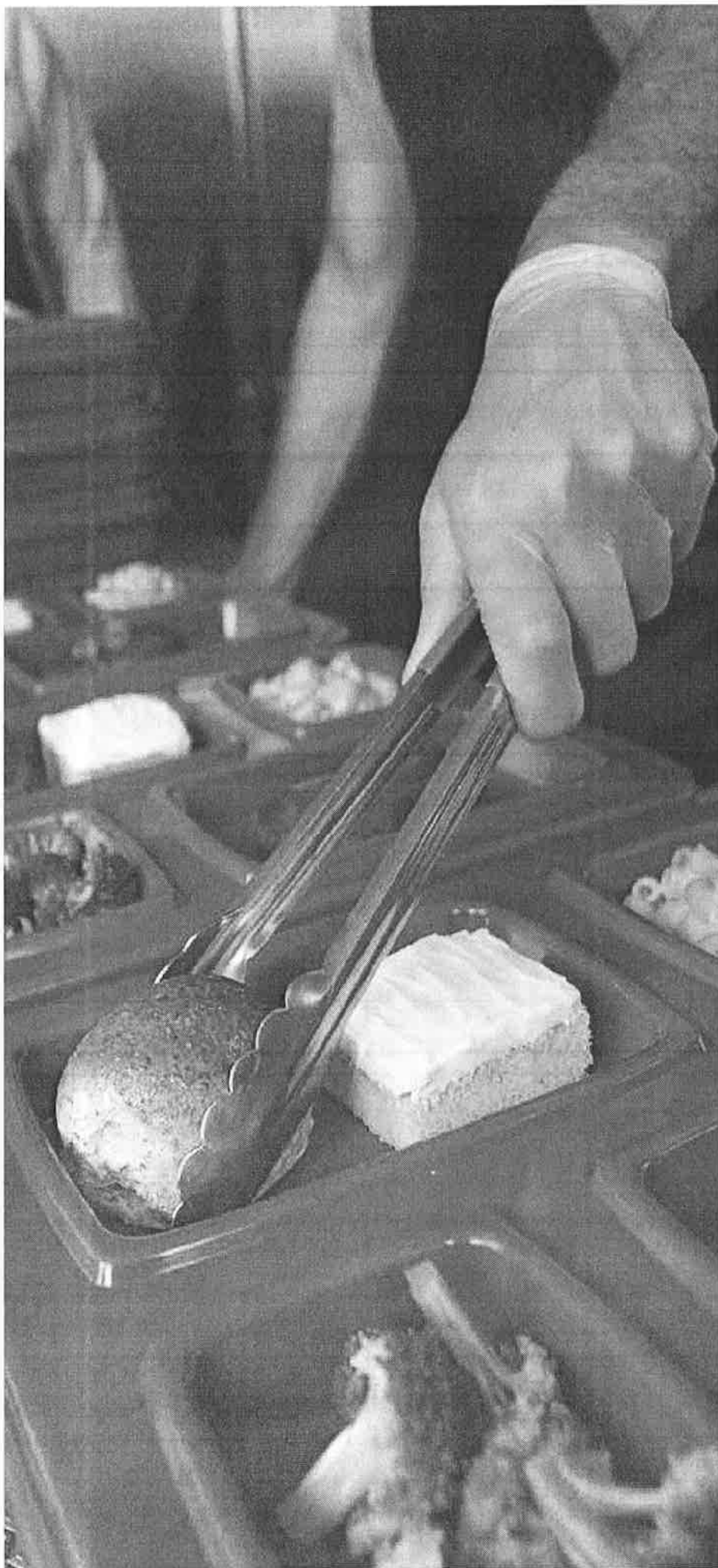
SECTION 5: Purchase Requisition Information

<i>Send Purchase Order To:</i>		<i>Send Invoices To:</i>	
Vendor: Trinity Services Group	Vendor#:	Dept: Sheriff	Division: Budget Support
Attn: Jacque Woosley	Email: jacque.woosley@trinityservicesgroup.com	Attn: Colleen Zbilski	Email: colleen.zbilski@dupagesheriff.org
Address: 1260 Andes Blvd	City: St Louis	Address: 501 N County Farm RD	City: Wheaton
State: MO	Zip: 63132	State: IL	Zip: 60187
Phone: 636.399.4406	Fax:	Phone: 630.407.2212	Fax:
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Trinity Services Group, Inc.	Vendor#:	Dept: Sheriff	Division: Corrections
Attn:	Email:	Attn: Commander John Putnam	Email: john.putnam@dupagesheriff.org
Address: 62836 Collection Center Drive	City: Chicago	Address: 501 N County Farm Rd	City: Wheaton
State: IL	Zip: 60693	State: IL	Zip: 60187
Phone: 636.399.4406	Fax:	Phone: 630.407.2050	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Jun 1, 2023	Contract End Date (PO25): May 31, 2024
Contract Administrator (PO25):			

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		Food service for jail from 06/01/23 until 11/30/23	FY23	1000	4410	52210		612,515.50	612,515.50
2	1	EA		Food service for jail from 12/01/23 until 05/31/24	FY24	1000	4410	52210		612,515.50	612,515.50
<i>FY is required, assure the correct FY is selected.</i>										Requisition Total	\$ 1,225,031.00

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

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



TRINITY
SERVICES GROUP

Technical Proposal

Food Service for DuPage County Jail

23-026_SHF

March 29, 2023

Liability Insurance

Included in this proposal, is a sample Certificate of Insurance (COI) that identifies the types of insurance coverages typically maintained by Trinity Services Group, Inc. The statements below help to clarify this comprehensive program but are not definitive. In most cases, our insurance program can be modified to meet your needs, upon request.

- Upon contract award, you can be added as an Additional Insured with respect to General Liability if required by written contract.
- Notice of cancellation of any insurance policies required herein shall be subject to ACORD 25 Certificate of Liability standards, and will be delivered, as applicable, in accordance with policy provisions.
- Copies of Trinity's actual insurance policies cannot be distributed outside of the company. Therefore, certificates evidencing all required policies will be provided upon execution of an agreement and upon request thereafter.
- Professional Liability is part of Trinity's comprehensive insurance program.



March 27, 2023

TRINITY SERVICES
GROUP



Commander John Putnam
Corrections Administration/Training
The County of DuPage
421 North County Farm Road
Wheaton, IL 60187

Dear Commander Putnam:

Trinity Services Group, Inc. is proud to submit our proposal to continue the professional management of the DuPage County Jail inmate food service program. Trinity has provided quality food service for the corrections industry for over 40 years.

Our commitment is to deliver a quality food service program, including good food, properly trained staff, fiscal responsibility, and efficient response while maintaining safety and security. Trinity's programs are built upon a solid foundation of operating systems, controls and strong local management, and comply with the American Correctional Association Standards for Food Service. Trinity's qualified teams are part of our plan to attain our mutual security goals with no inmate disruptions.

Trinity has received Addendum #1.

We welcome any questions you may have, and we look forward to our presentation so that we can elaborate on our proposal and capabilities for providing services to the DuPage County Jail. Please feel free to contact our representative, Jacque Woosley, at jacque.woosley@trinityservicesgroup.com or 636-399-4406.

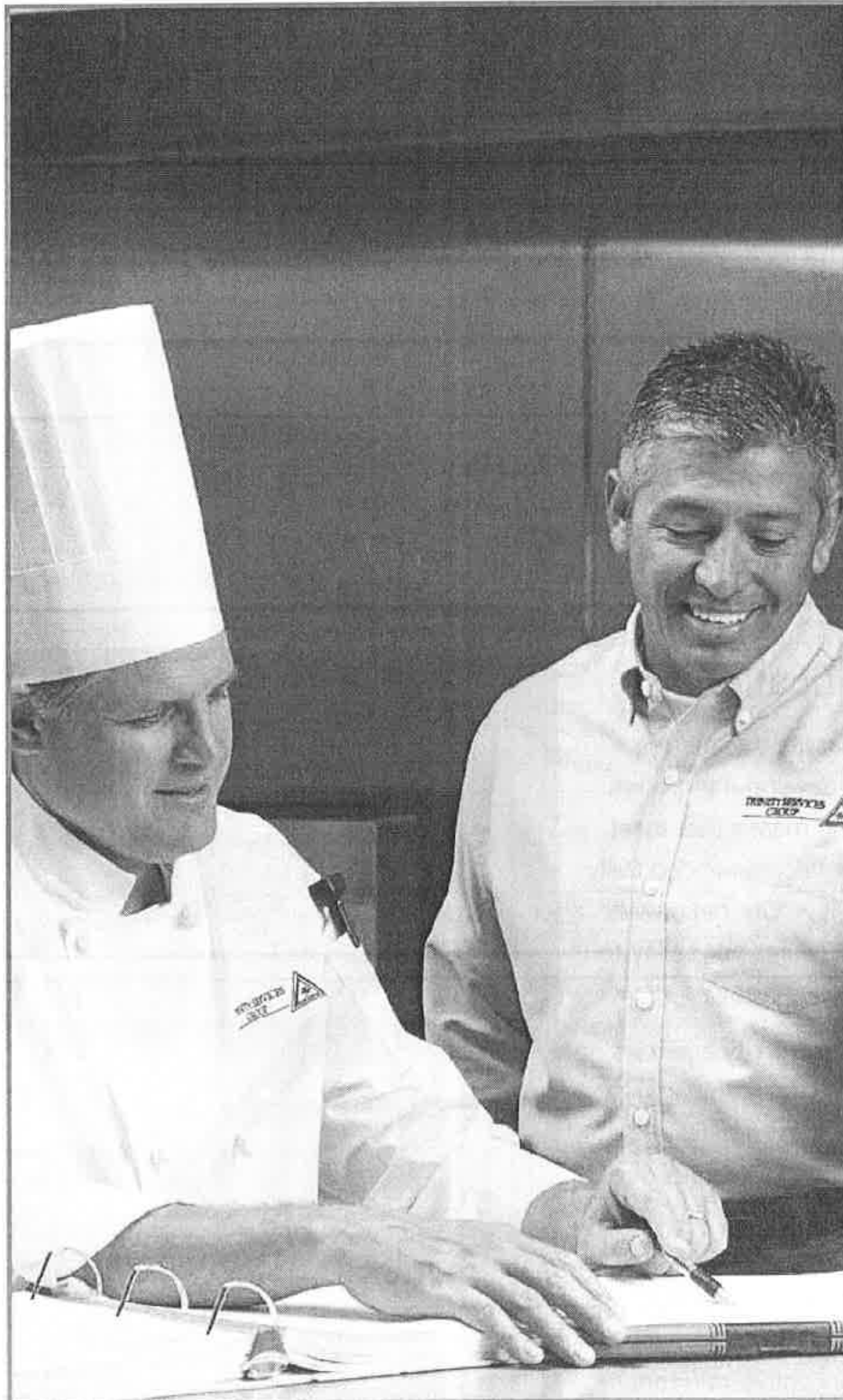
I am authorized to commit Trinity Services Group, Inc. to this proposal.

Sincerely,

Signature on File

Jim Perry
Senior Vice President, Sales
Trinity Services Group, Inc.

Firm Qualifications



Firm Qualifications

Trinity Services Group, Inc., was formed in 1990 to provide food services in correctional settings for inmates and correctional staff. Originally focused in the Southeast, Trinity Services grew quickly and by 2000 was the largest provider of inmate food services in the region.

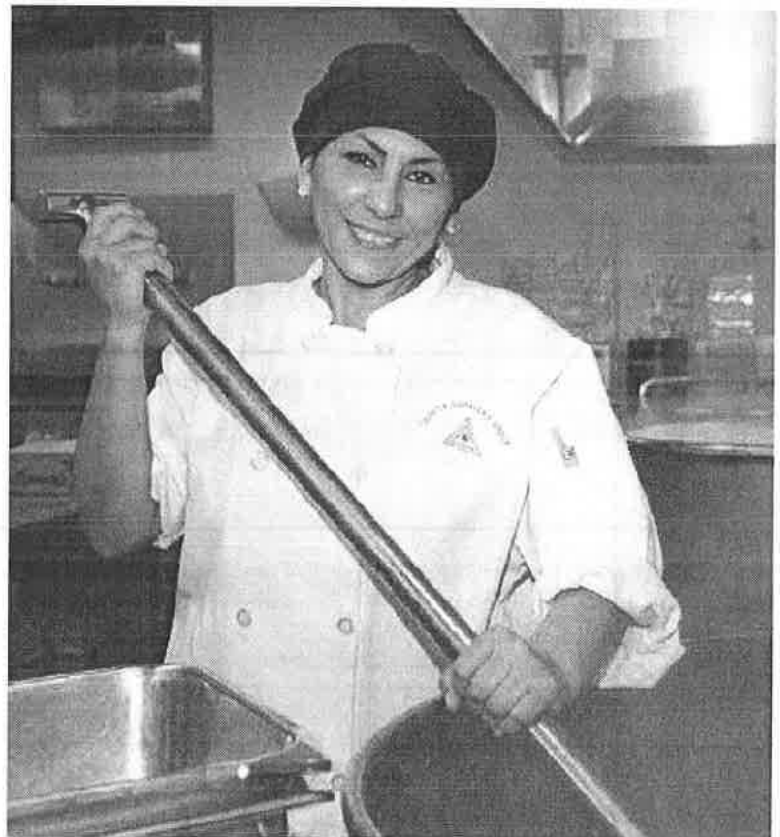
Over the years, mergers and acquisitions have taken place, including acquiring 100% ownership of Keefe Group and Courtesy Products to form a new entity, TKC Holdings, Inc., This combination of resources resulted in a nationwide company focused solely on serving the corrections industry and affords us more than 40 years of corrections experience.



a. General Qualifications

Trinity's experience with facilities across the nation has enabled us to develop a thorough understanding of providing menus that meet the national standards for Recommended Daily Allowances and Special Diets. Our nationwide purchasing network also ensures our ability to deliver cost efficiencies to our clients.

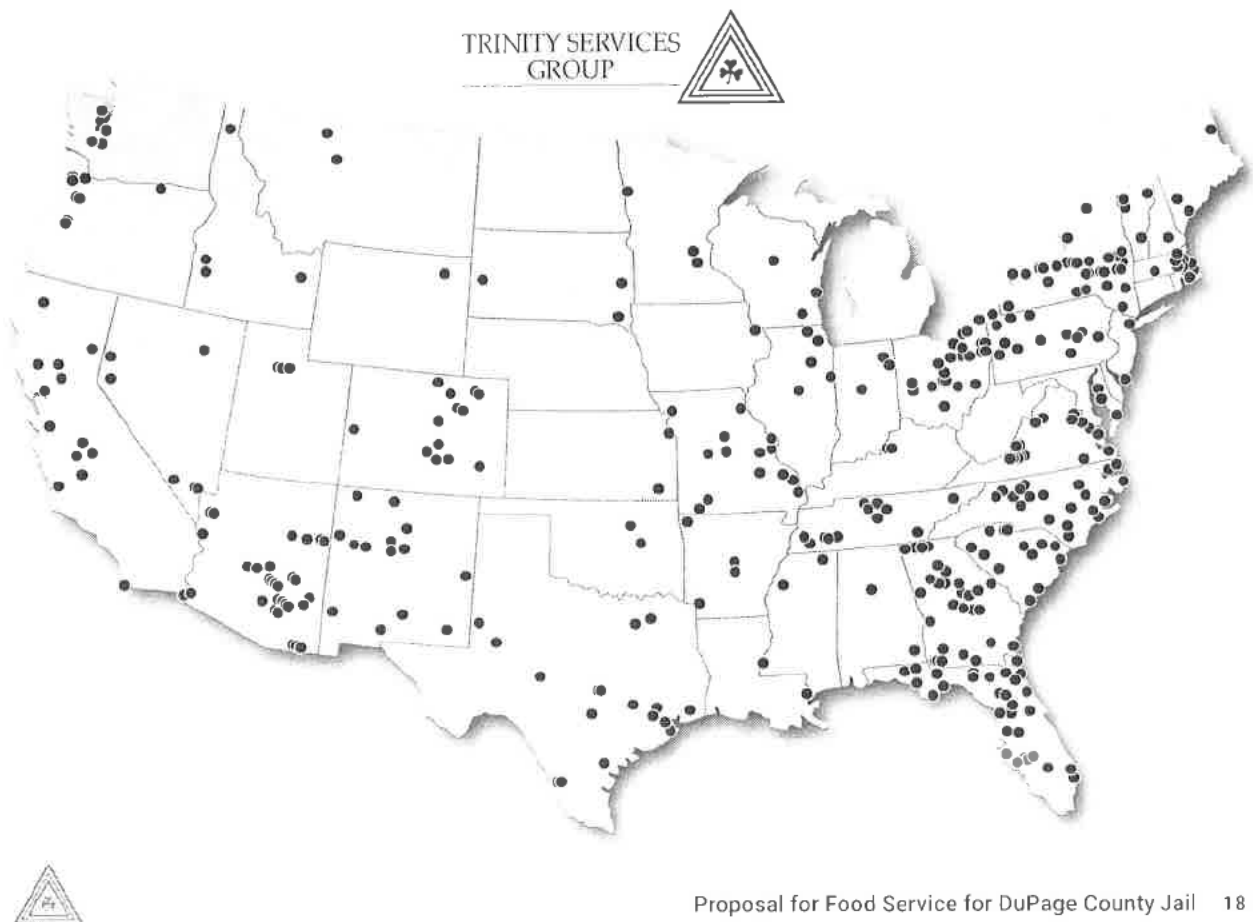
Our clients include county and city agencies, statewide Departments of Correction, partnerships with private corrections providers, rehabilitation sites for alcohol treatment, Meals on Wheels, and Senior Nutritional programs. Serving these various types of facilities allows us to expand our service knowledge, enhance problem-solving expertise, and develop innovative solutions.



About Trinity

- MORE THAN 2400 TEAM MEMBERS, 7,500+ SUPERVISED INMATE WORKERS
- MORE THAN 340 LOCATIONS
- SERVING 190,000+ INMATES IN 40 STATES
- SERVING OVER 200 MILLION MEALS A YEAR
- PARTNERSHIPS WITH LARGE CORRECTIONAL FACILITIES INCLUDING ARIZONA DEPARTMENT OF CORRECTIONS, REHABILITATION AND REENTRY, CORECIVIC, MANAGEMENT AND TRAINING CORPORATION AND VERMONT DEPARTMENT OF CORRECTIONS
- MEMBER OF AMERICAN CORRECTIONAL ASSOCIATION (ACA), AMERICAN JAIL ASSOCIATION (AJA), NATIONAL ASSOCIATION OF DEPUTY WARDENS, NATIONAL SHERIFF'S ASSOCIATION

Trinity Food Service Locations



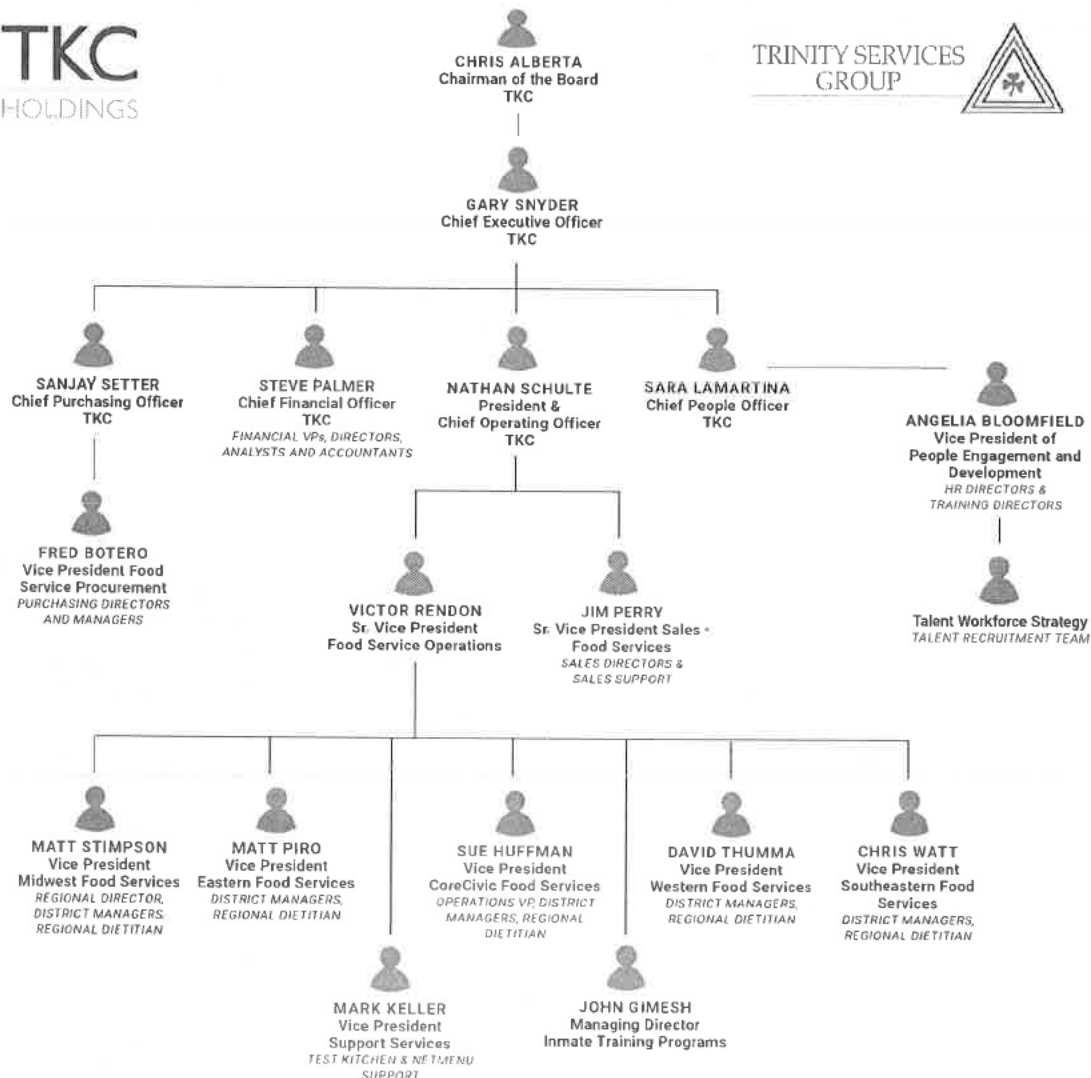
b. Depth and Breadth of Experience

Trinity believes the key to success in our industry is management strength at the local and account level. A strong support network is essential, and that is where the corporate staff provides the foundation for success. Our field management and clients are encouraged to call on corporate departments and personnel to solve problems and provide direction. Our corporate teams are actively involved in our field organization's day-to-day operations to ensure quality service and financial performance.

CORPORATE ORGANIZATION SUPPORTING DUPAGE COUNTY



TRINITY SERVICES
GROUP



Support Services Plan

People have always made Trinity Services Group successful. We dedicate ourselves to people – ours, yours, and your population. Our success hinges on great people, our passion for excellent service, and our performance standards that deliver great results. Together, these elements help create and sustain leadership for our company and our clients.

The expertise, understanding, and dedication of our staff enables us to anticipate and exceed our clients' needs. To retain good people, we have created incentives that include bonus programs, educational assistance, special event recognition, and awards for jobs well done.

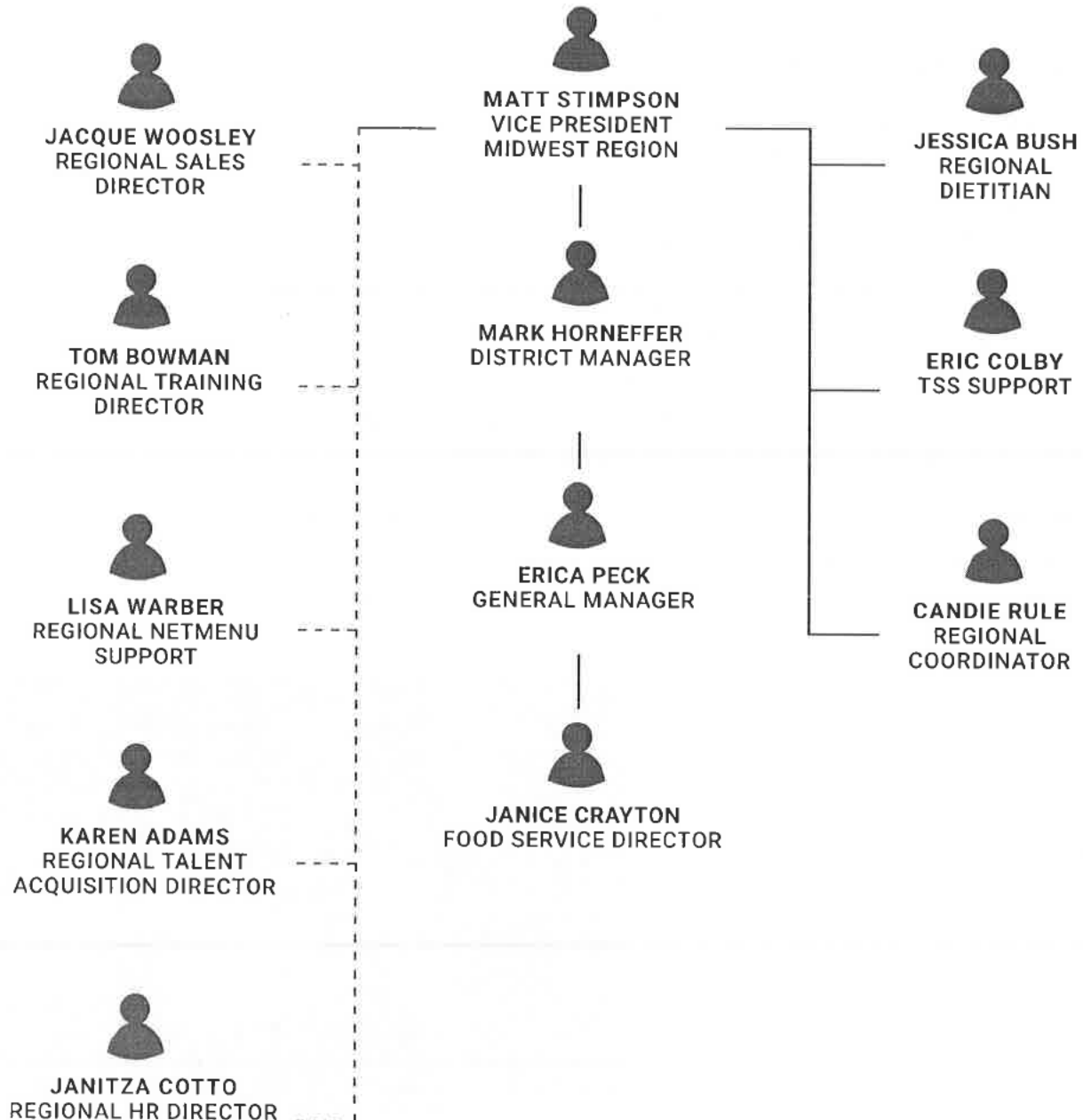
Trinity offers our staff medical, dental, vision, short and long term disability, and additional benefits. As such, we expect them to be responsible, productive, and security and safety conscious. Staff wear company branded uniforms and are trained onsite by experienced personnel. Our employee handbook covers every aspect of employment with Trinity.

All Trinity candidates must pass a criminal background check and drug screen. Each facility has the option to review and approve candidates and perform their own background check before we offer a candidate employment.



Operations Support Personnel

Trinity is proud of our key staff who are involved with the DuPage County Jail project. Our team has a significant number of years of experience in Corrections Food Service!



Key Personnel

Matt Stimpson **REGIONAL VICE PRESIDENT**

Current Position with Trinity

Provides leadership and direction for all business aspects in the Midwest Region of Operations including account operations, growth, and retention, staff development and training, and financial growth and accountability.

Summary of Previous Experience

Matt is a highly motivated, energetic, and engaging leader with 15+ years of experience providing impeccable management in the healthcare and corrections field. Practiced in providing strategic and business planning to meet organizational objectives and goals. Devoted to meeting quality standards and providing optimum customer service.

Most recently Matt served as the Regional Vice President responsible for food service operations in the Michigan DOC acting as the contractual liaison in all facet of the relationship.

Matt lives in Waterford, MI.



PROFESSIONAL BACKGROUND

TRINITY SERVICES GROUP
Regional Vice President - Southeast
2016 - present

SODEXO
Vice President of Operations
Eastern Region
2014 - 2016

District Manager
2012 - 2013

General Manager
2006 - 2012

ST. JOHN MACOMB HOSPITAL
Retail Manager
2005 - 2006

CRITTENDON HOSPITAL
Retail Manager
2003 - 2005

EDUCATION

Ferris State University
Bachelor of Science
Hospitality Management



Janice Crayton
FOOD SERVICE DIRECTOR**Current Position with Trinity**

Janice plans, directs and coordinates the activities associated with running a single site, stand-alone food service operation. She oversees the operational and financial responsibilities for the kitchen and supervises an a team of Food Service Workers who are involved with the preparation, serving and clean-up of food at DuPage County.

Summary of Previous Experience

Janice has been working in the food service industry since 2010. In addition to ServSafe certifications, she is a Registered Dietitian and has an HACCP certification. Has was awarded the Job Corps' Top Chef Award for First Place Side-Dish Preparation Certificate.

Janice has managed daily food service operations, interviewed, recruited and trained staff. She has experience overseeing a budget, purchase orders, preparation, quality and presentation.

**PROFESSIONAL BACKGROUND**

TRINITY SERVICES GROUP
Food Service Director
2023 - Present

OUR LADY OF ANGELS
Certified Dietary Manager
2022 - 2023

NEXUS-INDIAN OAKS ACADEMY
Food Service Supervisor
2020 - 2022

HARRAHS CASINO AND HOTEL
Stewarding Supervisor
2019 - 2020

JOLIET JOB CORPS CENTER
Food Services Manager
2010 - 2019

CERTIFICATIONS

ServSafe Food Protection Manager
Food Handler Certification

EDUCATION

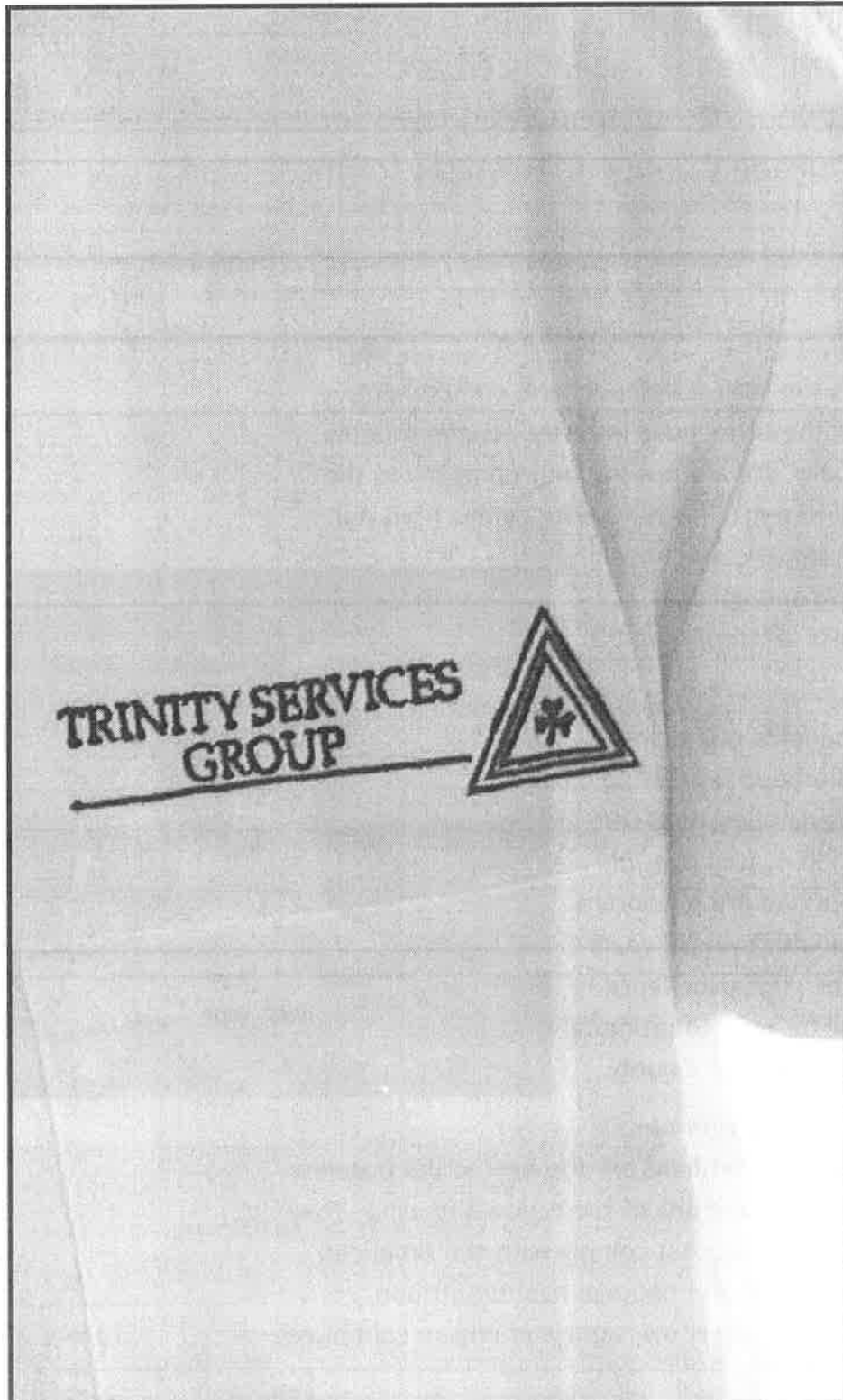
Certification in Dietary Management
Parkland College, IL



Firm Qualifications



Project Understanding



Executive Summary

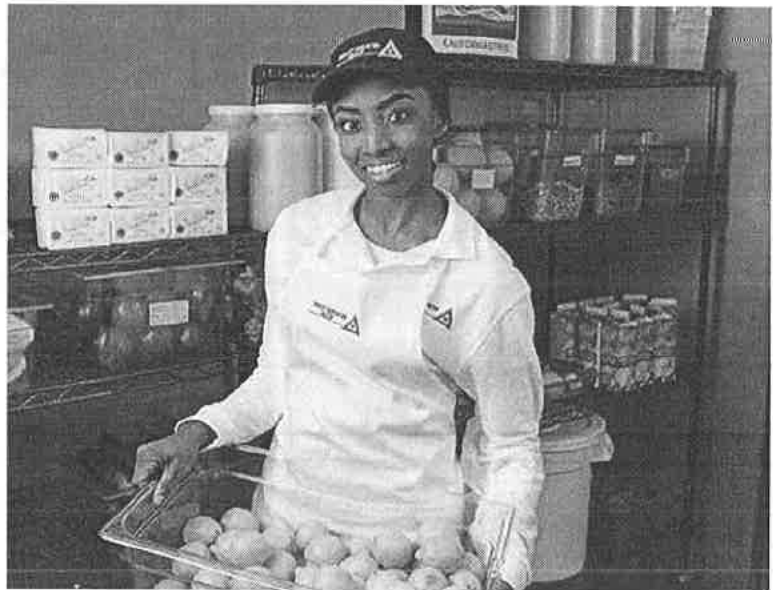
We are very excited about the opportunity to continue providing high-quality, cost-effective food services at DuPage County Jail. We are experienced and well-qualified to meet your needs, managing food service operations like DuPage County in 40 states for more than 35 years.

Introduction

Trinity Services Group is the largest independent, comprehensive food service provider in the corrections industry, serving roughly 300 million meals annually. We are not the only company in the business, but we ARE different! This difference comes from our focus – our primary mission is correctional food service. Not schools and colleges, sporting venues, business cafeterias, and other venues.

Our corrections focus benefits our clients, with practices centered around promoting safety, security, and orderly operations. We train our employees in PREA, tool control, and inmate management; we are supported by a management team with over 30 years of corrections experience! This experience is second to none and will be used to promote a positive environment at DuPage County.

Our exceptional service begins with our Registered Dietitians. Trinity's dietitians are the best in the business and are well-versed in the regulations of correctional feeding. They develop menus and diet manuals that comply with the American Correctional Association (ACA) and national health/nutrition standards. They also provide expert oversight and ensure continued compliance with regular audits.



We formulate our operation plan with a complete understanding of food service's critical role in the overall correctional environment. Well-fed inmates are generally happier and more content, generating fewer complaints, grievances, and incidents. That said, we promise to work collaboratively with correction staff to positively contribute to your goal of running safe, secure, and orderly facilities.

In addition to being corrections-oriented, Trinity prides itself on being customizable. We realize that every correctional institution is unique and has specific needs. We are not cookie-cutter and are committed to tailoring our operational plan to meet those needs. This commitment has resulted in high customer service satisfaction. We are very proud of this achievement!

Trinity excels in all areas outlined in our proposal and can deliver on what we promise. We have extensive knowledge of

correctional food service regulations and pledge that our food service operations will meet or exceed all requirements. Our promise includes operating humanely with respect shown to all inmates and staff at all times!

Trinity is known for its **excellent customer service**, including:

- Open communication
- Willingness to address the needs of our clients
- Integrity on all levels of business
- Financial stability
- Robust Quality Assurance Program

We Understand YOUR Needs!

Trinity's approach to doing business is simple yet highly principled: be innovative and exceed our customers' every expectation. We will treat DuPage County like you are our **ONLY** customer. This "One Customer" approach engages the resources, processes, and systems of a national company applied with our singular focus on DuPage County.

From this humble philosophy emerged our mission to "Satisfy Customers with Integrity and Innovation." It's at the heart of our key goals, which we aim to achieve day in and day out:



- Always operate in an honest, ethical business manner
- Deliver outstanding customer service
- Encourage and foster our employees' development and success

We are proud that DuPage County chose to partner with Trinity Services Group in June 2019. We count ourselves fortunate to have been your partner over these past four years and look forward to the prospect of many more. If awarded a new contract, we will continue to build our partnership with DuPage County to provide further program enhancements and innovative custom solutions for your operation.

Here is our plan!

Trinity will continue to ensure that our staff is committed to providing high-quality food service and the appropriate training and direct supervision of the inmate workers for the DuPage County Jail. Our plan is carefully developed based on what we know is important to you.

Our offer addresses the following items:

- **Staff wages that will support strong recruitment and retention.** Trinity has conducted a wage analysis of the Wheaton, IL, area. Our pricing includes higher wages to reflect current trends and a staff structure

of **1 manager and three full-time supervisors**. We know that failing to account for proper wages will only result in a high vacancy rate, leading to operational problems that negatively affect the kitchen operation and your security efforts. We respectfully encourage the county to consider each vendor's proposed wages in the overall evaluation of the cost per meal of service. Low wages will result in a lower price per meal but will directly impact the vendor's ability to find and retain staffing.

- Trinity's Operational support team provides oversight from a management team with corrections experience. We aim to develop the onsite team and **promote leadership career opportunities** in the food service industry.
 - Janice Crayton will remain as **Food Service Director** for DuPage County Jail.
 - Erica Peck was recently promoted to **Illinois General Manager** from Food Service Director at Tazewell County Jail. She will support the onsite team and operations at DuPage County Jail



- Trinity Services Group will continue to provide your administration and medical support staff with a dedicated Registered Dietitian. Trinity's Registered Dietitian will be on call and address any immediate needs for new diets.
- Inmate workers will participate in our new innovative vocational, leadership, and managerial training program, ASCEND, designed to prepare participants for post-incarceration employment and ultimately reduce recidivism.

Food Service Operations

We have many satisfied customers with food service operations like DuPage County in scope and population.

Some of our valued Midwest Partnerships Include:

- McHenry County, IL (services beginning on 1/7/2023)
- Tazewell County, IL
- Cheatham County, TN
- Montgomery County, TN
- Jackson County, MO
- Cass County, MO (services beginning on 1/1/2023)
- Jefferson County, MO
- Franklin County, MO

- Stone County, MO
- Cape Girardeau County, MO
- Marion County, MO
- Boone County, MO
- Andrew County, MO
- Dent County, MO
- Scott County, MO
- Sherburne County, MN
- Ozaukee County, WI

And there are many more nationwide!

Key Personnel

Janice Crayton is your current Food Service Director and is responsible for the food service operations' supervision, training, and management. She will continue to ensure all team members are trained and capable of performing their jobs safely and competently.

Erica Peck is the Illinois General Manager, and is based in Springfield, IL. Her sole responsibility is to support accounts in the State of Illinois. She will be your first line of communication for all operational needs and can step in to run the operation in an emergency.

Mark Horneffer is the District Manager. He is responsible for the supervisory oversight of our Midwest



accounts. He has over 24 years of experience providing impeccable facilities management and food service management within county jails and state department of corrections facilities.

Jessica Bush is Trinity's Registered Dietitian for Illinois. She provides oversight to ensure strict conformity with all dietary requirements.

Matt Stimpson is the Vice President with responsibility for the Midwest. He works proactively with his team to provide the support and tools necessary to perform the tasks at hand.

Jacque Woosley is the District Sales Manager. She has 13 years of experience in correctional contract management and is dedicated to ensuring the highest level of integrity in creating a long-term partnership.

The experience of these key people, combined with the tremendous overall resources Trinity possesses, will be instrumental in this project's success.

Budget-Friendly Operations

Trinity understands administrators' challenges as you strive to make sound budgetary decisions while upholding security, maintaining food service quality, and meeting correctional nutritional and health standards.



Trinity Take-Out (TTO) allows inmates to purchase specialty food items (including several healthy options) on days designated by you. TTO.



- Receives excellent reviews from the inmate population for variety, taste, and price
- Can be expanded to allow your staff the opportunity to purchase
- Generates commissions for your inmate welfare fund!

ASCEND™ Vocational Program

ASCEND™ is our new innovative vocational, leadership, and managerial training program designed to prepare participants for post-incarceration employment and ultimately reduce recidivism. Our universal approach provides end-to-end vocational and education training and ongoing practical support when rejoining society to obtain gainful employment from entry-level to management opportunities.

Dedicated People with a Passion for Success!

Our team's years in the business and correctional food service experience are second to none. This experience gives us a tremendous advantage in knowing the best implementation options to serve your specific needs and optimize cost efficiency. You can rest assured we will put our knowledge to good use at DuPage County.

We have thoroughly researched this project and have prepared a detailed competitive response. We also completely understand the Scope of Services and agree to comply with these minimum requirements, but our goal is to EXCEED your expectations.

We believe that your staff and the inmate population deserve quality at affordable prices. We are confident that you agree and look forward to an open forum to explain our innovative approach, answer your questions, and refine our program to provide you with the optimum balance of quality, service, and affordability. Please allow us to prove why Trinity is the best option to continue managing your correctional food service program.



Operation Plan

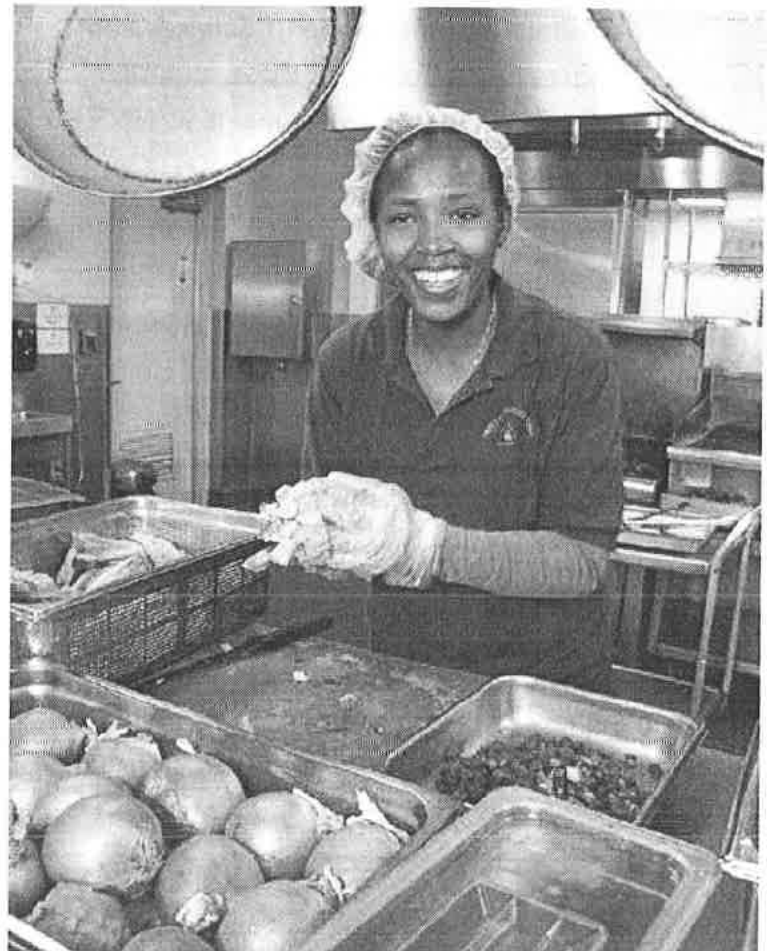
Trinity's considerable experience with correctional food service has allowed us to refine our operating procedures to efficiently and cost-effectively provide a quality food service program.

Operational Overview

Our registered dietitians develop our menus and meal plans to meet the specified dietary requirements of your facility. Our procurement team ensures we have the best food and supplies needed to produce all your facility's required meals. Our management and kitchen staff are qualified and trained in the duties of meal preparations and distribution. ***We are confident that we can establish an ideal meal program that works within your guidelines.***

We have provided several critical components of our Food Service operations for your review on the following pages:

- Standards
- Menu Development
- Quality Assurance
- Staffing
- Meal Ordering & Delivery
- Inmate Labor
- Staff Meals
- Catering & Special Events
- Billing Procedures
- Communication & Problem Resolution
- Crisis Management Services
- Transition Planning



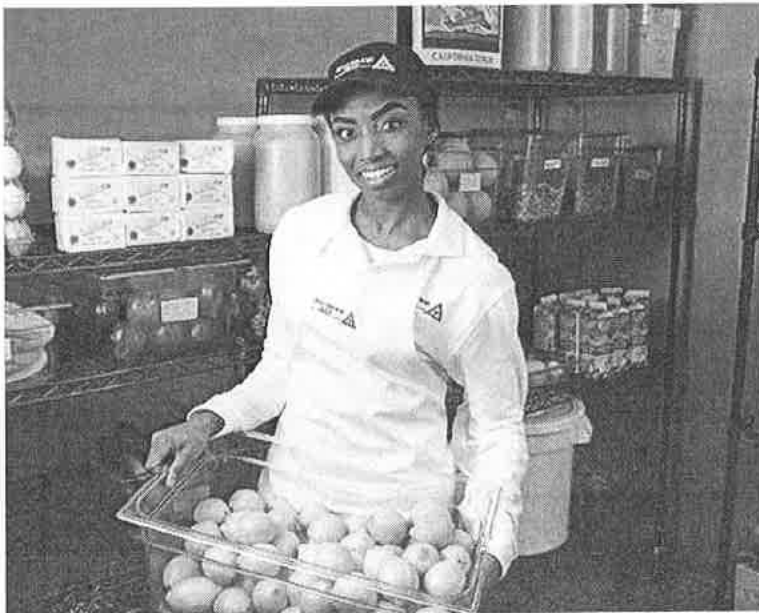
Local, State and Federal Standards

Facility: Our Staff will use the procedures you have established as a benchmark for your operation. We will offer suggestions for improvements in cases where our process may amend your food service operation's security and quality.

ACA: Our Standard Operating Procedures meet ACA Standards at a minimum.

NCCHC: Our menus satisfy adult dietary guidelines for adults and nutritionally approved for incarcerated adults.

HACCP: We train Trinity staff to understand the specific hazards of food handling and the preventive measures necessary to ensure food safety.



Menu Development

Cycle Menus: Menus are included in our proposal, developed to meet your requested daily nutritional goals and applicable standards.

Special Diets: Menus will follow the regular menus as closely as possible with the modifications necessary to meet the specific restriction.

Dietitians: Our Registered Dietitians design and develop our menus to provide tasty, appetizing, wholesome quality food. They will regularly review the implemented menus and provide special diet menus and substitution guidelines as needed.

Flexibility and Variety: We will consult with your facility for approval on any menu substitutions and requests for menu changes that could be advantageous for the operation.

Holiday Meals: We will serve Holiday/ Spirit Lifter meals on your predefined days.

Product Specifications: We will meet or exceed your required product standards. Our product lines are in use and successful every day, in hundreds of operations across the country.

Production System: NetMenu® by Cbord is our web-based, back-of-the-house food service management tool. It enables our Staff to update standards and share common recipes and menus instantly, across all of our operations and access nutritional information, manage inventory and purchasing, and generate production reports.

Purchasing Programs: Our pre-established network of approved suppliers follows and meets HACCP guidelines and is thoroughly familiar with the quality of corrections-specific products used in our daily operations and the frequencies of deliveries and quantities needed.

Quality Assurance

We will prepare and serve food that meets or exceeds the terms of this proposed agreement, as well as ACA food service industry standards. Factors include:

- **Food Safety** – portion control, temperature control, and recipe adherence and conversion
- **Food Production System** – proper meal count forecasting, preparation, and product pull schedules
- **Security Procedures** – procedures for chemicals, sharps, refrigeration, keys, and utensils
- **Sanitation** – routine cleaning schedules and regular inspections to correct any deficiencies
- **Safety in the Workplace** – open and close checklists, regular safety training meetings, and award incentives for safety champions

- **Regulating Agency Compliance** – inspection preparation programs and procedures
- **Inventory** – product accountability, proper product labeling, storage, and stock rotation

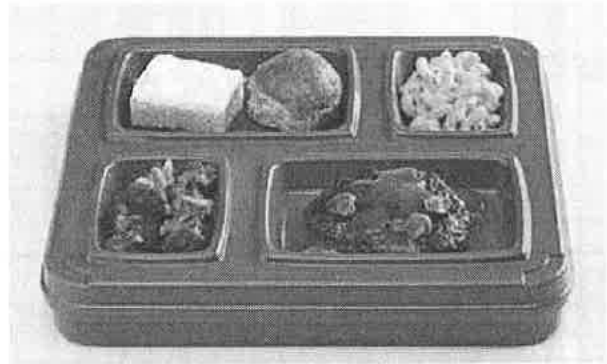
We also have a full complement of policy and procedure manuals for use in our kitchen operations.



Staffing

We will provide staffing necessary to maintain an efficient, safe, and secure operation. Trinity staff will supervise the inmate workers and ensure we meet food safety parameters and kitchen sanitation standards. Our wage rates and benefit programs are designed to attract and maintain a quality workforce. Key components include:

- District Manager Support
- Detailed Job Descriptions
- Competitive Wage and Benefit Programs
- ServSafe Training
- In-Service Training
- Human Resources Support
- Employee Recognition



Meal Ordering and Delivery

Our Staff will prepare meals according to the meal count provided by the facility before each meal service. We will prepare meals using the cook-serve method, consistently portioning food items on the serving line into individual, thermal trays, and load them onto appropriate meal carts for delivery by housing location. We label Diet trays according to the inmate, type of diet, and housing location. The Housing Officer will verify the number of trays, and deliver them to the respective inmates. The meal delivery schedule will follow the facility's meal serving times.

Inmate Labor

Trinity will use inmate workers for food preparation, serve/tray-line meals, and perform sanitation and cleaning of the kitchen, and equipment. They will be assigned a position and provided with the proper training and supervision needed to effectively handle food handling and safety, personal hygiene, and basic sanitation.

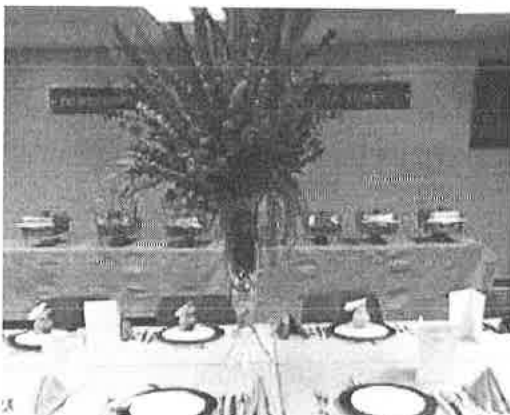




Staff Meals

Staff will be offered a meal from the approved 28 day menu which will be served on a Styrofoam tray. These meals will be billed to DuPage County and the same price per meal.

We have other programs available (and in use at other facilities) that include a 24/7 micromarket, a hot/cold line and a cook-to-order meal style service should your needs change. We have included a sample menu in this response should you wish to expand the staff dining program.



Catering and Special Events

Catering and Special Events could include meals, cookies, pastries, celebrations, cakes, or customized packages. Our on-site Staff can prepare fresh food items. We will review the needs of each specific occasion and mutually agree on an acceptable plan and cost.



Billing Procedures

We will prepare and provide food service statements to your facility. The statements will reflect the exact number of meals served. Our transparent philosophy provides any backup material you require to ensure an easy to follow and open audit trail exists.

Communication and Problem Resolution

You will receive a complete contact list of all appropriate support levels in our organization. Our Food Service Director will collaborate with DuPage County to establish an emergency call-in procedure in an emergency or failure to report. The Food Service Director will also become a liaison to your facility's management team and attend regularly scheduled meetings with your administration.

Should problems or concerns arise, we will work with you to resolve them as quickly as possible to satisfaction. We will follow your established policies on complaint resolution and develop a plan that meets your approval. Your Food Service Director will perform routine audits to ensure your satisfaction and compliance with the contract. Your District Manager will conduct a yearly review to ensure we meet all local, state, and federal regulations and standards.

Crisis Management Services

To assist with critical incident response, Trinity is proud to be the first in the corrections industry to offer Crisis Management Services (CMS).

CMS provides immediate response and advisement for any food-related emergency in the facilities we serve. Our team of Experts on Demand (EOD) is available to assist your Staff with incident response, 24/7. We believe that timely, precise direction can positively affect outcomes, and we want to do our part to bring swift resolutions to these types of incidents. The CMS program can also provide expert-generated after-action reports to assist you with potential media inquiries, grievances, and lawsuits.

Transition Planning

As your incumbent vendor Trinity's Transition Plan will be very basic, as we currently have experienced management, procedures, and programs in place. However, we will conduct a thorough review of all programs and procedures with all staff members to guarantee you that we are in 100% compliance with the new contract.





The Trinity Take-Out Program (TTO) can help DuPage County reinforce positive inmate behavior, boost inmate morale and support inmates' connections with family and friends.

Trinity recognizes the emphasis DuPage County places on inmate behavior improvement. TTO is one way DuPage County can encourage the inmate's behavioral modification while boosting morale. TTO is already proving to be an excellent tool to accentuate the power of positive reinforcement for improved behavior in following rules and meeting/exceeding the standards prescribed in other Trinity-run facilities. TTO can be used as a reward for housing area cleanliness or other areas of concern that DuPage County would like to emphasize.

- TTO offers a variety of restaurant-quality food prepared by professionally trained staff
- All products sold within this program can be developed explicitly for DuPage County with regional preferences in mind
- Not only available to inmates but your Officers and staff can also purchase TTO!
- The TTO program is currently established in other Trinity-run facilities
- TTO is made available only to the inmates DuPage County deems eligible to participate



SAMPLE TTO MEALS



CHICKEN ALFREDO

Fresh grilled chicken served up old world style, on top of a generous pile of fettuccine dressed in the creamiest parmesan sauce this side of Grandma's kitchen. Served with buttery garlic bread, a fresh garden salad and ranch dressing.

CARNE ASADA

An ample five ounces of tender, seasoned beef strips simmered in scratch-made red chili sauce. Served with bell pepper studded and melty white cheese topped "street corn" style roasted corn, flavorful Charro beans, a warm soft flour tortilla, crispy tortilla chips and a side of salsa for dipping.



BEEF AND BROCCOLI

A bed of fresh steamed broccoli topped with five oz. of beef simmered in a thick, savory Asian-inspired sauce. Served with a side of steamed white rice, a vegetable eggroll, and soy sauce for dipping.



SAMPLE TTO MEALS



CHOPPED POLLO

An ample five ounces of tender, seasoned chicken thighs simmered in scratch-made red chili sauce. Served with bell pepper studded and melty white cheese topped "street corn" style roasted corn, flavorful Charro beans, a warm soft flour tortilla, crispy tortilla chips and a side of salsa for dipping.

CHICKEN QUESADILLA

Two 10-inch flour tortillas stuffed with seasoned chicken and shredded cheese, then griddled until hot and melty and cut into quarters. Served with bell pepper studded and melty white cheese topped "street corn" style roasted corn, flavorful Charro beans, crispy tortilla chips and a side of salsa for dipping.



The five preceding meals come with a 20 oz. bottle of Pepsi.



SAMPLE TTO MEALS



CHEESEBURGER

A grilled American classic topped with cheese, lettuce, tomato, and onion. Brought to you on a buttered toasted bun and served with our signature Whole Shabang chips.

CHICKEN SANDWICH

A tender all white meat chicken patty fried and topped with cool mayo, lettuce, tomato, and Pickles served on a buttered toasted bun. Accompanied with the side of our signature The Whole Shabang chips.



SAMPLE TTO MEALS



PHILLY CHEESESTEAK

Tender thinly sliced beef freshly grilled with onions and Peppers and stuffed into a large hoagie roll. Presented underneath a blanket of hot melted provolone cheese. Served with our signature The Whole Shabang chips.

CHICKEN TENDERS

4 gold and crispy jumbo breaded chicken tenders until golden and crisp. Try these monsters out with a side of smokey baroque sauce and creamy ranch dressing for dipping. And don't forget a bag of our signature The Whole Shabang chips.



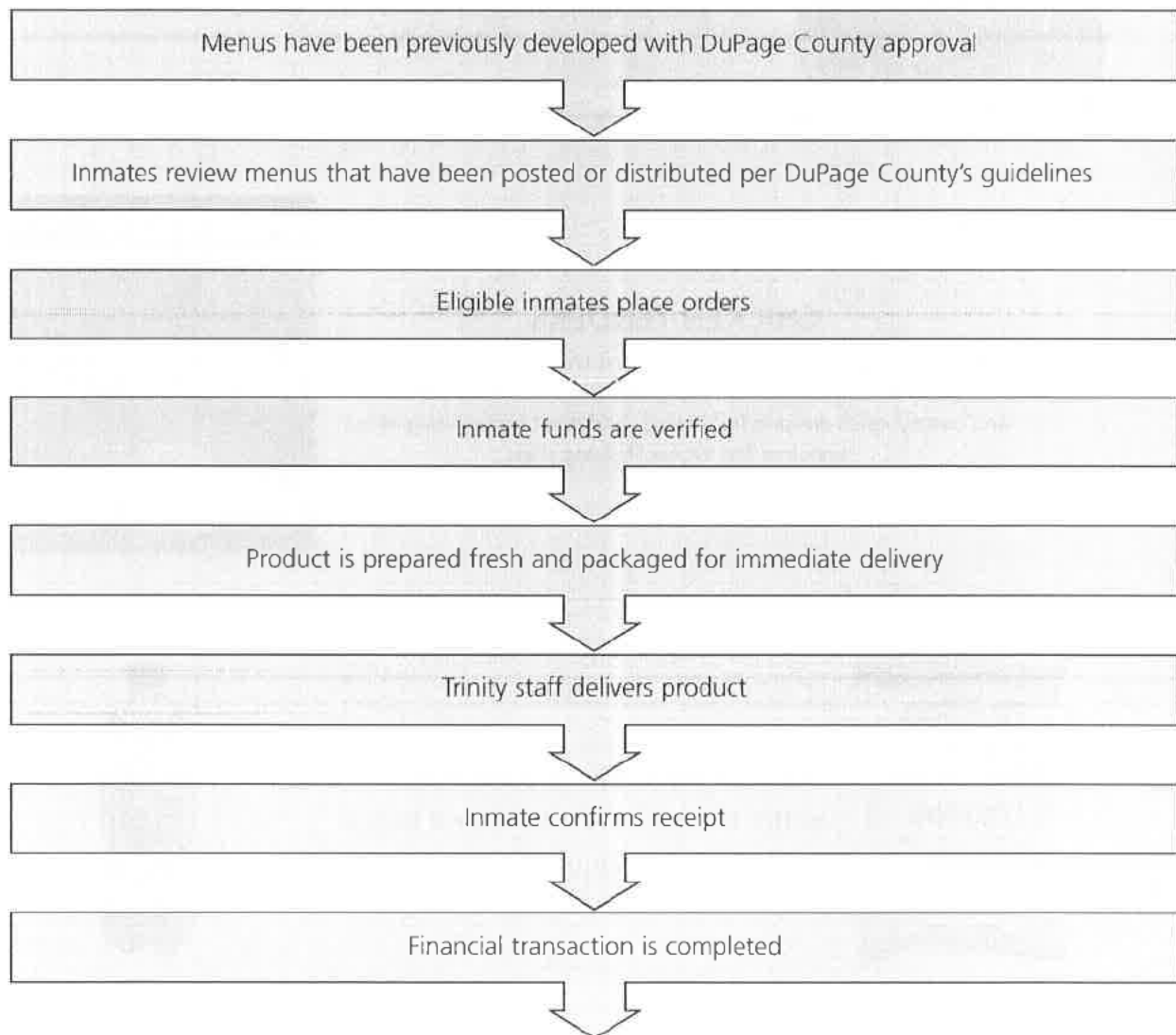
The four meals above come with a 20 oz. bottle of Pepsi and a six ounce bag of The Whole Shabang potato chips.



Inmate Ordering Process

Inmates eligible for TTO may place their order on a schedule that has been set and approved by the DuPage County. Orders may be placed by manual order for or via the commissary system dependent upon DuPage County provider and ordering system. Trinity Services Group will work to customize an ordering program that will work for you!

HOW THE PROGRAM WORKS



Friends and Family Ordering

Should DuPage County be interested and give permission to do so, Trinity can implement our Friends and Family ordering platform.

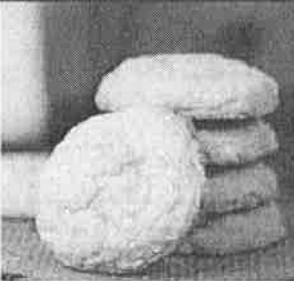
The Friends and Family platform provides an online ordering system enabling friends and family to order for the inmates through a credit card transaction. The ability of a friend or family member to send an inmate TTO while incarcerated aids in maintaining family ties.



Now Available...

Fresh from the Kitchen Treats!

Reinforce positive inmate behavior, boost morale and provide great meals to staff who can also purchase



Tell Family & Friends they can make purchases at www.TTOFood.com

EASY. SECURE. MULTI PLATFORM.



Officer and Staff TTO

Understanding the importance of accommodating Officers remaining at their posts during their shift, TTO is available for Officers and Staff to purchase on the same days the program is offered to the inmates.

Trinity has an established online ordering platform that can be customized for DuPage County. This platform can enable the Officers and staff to purchase and pay for TTO items without leaving their posts.

- Ordering is available by visiting the website URL while at the facility or scanning a QR code and ordering by phone
- The website processes credit card payments securely and in real-time
- The only information needed is the name of the officer, location, and credit card information
- When the order is successfully processed, a receipt will print out with an order number and "pick-up" details



SECTION 9 - PROPOSAL FORM

(PLEASE TYPE OR PRINT THE FOLLOWING INFORMATION)

Full Name of Offeror	Trinity Services Group, Inc.
Main Business Address	477 Commerce Blvd.
City, State, Zip Code	Oldsmar, FL 34677
Telephone Number	636-399-4406
Fax Number	
Proposal Contact Person	Jacque Woosley
Email Address	jacque.woosley@trinityservicesgroup.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:

Gary Snyder, CEO
 (President or Partner)

James M. Perry, Senior VP Sales
 (Vice-President or Partner)

Alex Lee, Secretary
 (Secretary or Partner)

Steve Palmer, CFO
 (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.

Signature on File

X (Signature and Title)
James M. Perry, Senior Vice President, Sales

CORPORATE SEAL
(If available)

PROPOSAL MUST BE SIGNED FOR CONSIDERATION

Subscribed and sworn to before me this 10th day of March AD, 2023

Signature on File

My Commission Expires: 6/3/2026
(Notary Public)

HOLLY MARIE KARLESKINT
Notary Public - Notary Seal
STATE OF MISSOURI
Commissioned for St. Louis County
My Commission Expires 6/3/2026
Commission # 18241512



TRINITY
SERVICES GROUP

Price Proposal

Food Service for DuPage County Jail

23-026_SHF

March 29, 2023

April 10, 2023

TRINITY SERVICES
GROUP



Commander John Putnam
Corrections Administration/Training
The County of DuPage
421 North County Farm Road
Wheaton, IL 60187

Dear Commander Putnam:

Thank you for allowing Trinity Services Group to provide further clarification on our proposal for Food Service for the DuPage County Jail (23-012_SFH).

The pricing for all options in this response is firm for the first year of the contract and the county may opt to switch between these options at any time during the contract.

Trinity Services Group will provide a scantron system at no cost to DuPage County for the placement of the inmate Trinity Take-Out orders.

Trinity Services Group has proposed a higher price per meal if awarded a new contract to address the following factors:

- The new proposed price takes into account our food cost increases (in total over 40%) over the past four years; the current contract did not allow for annual price adjustments.
- The new proposed price is reflective of an increase in support staff allocated to work onsite in the unit; the 2019 staffing plan accounted for a total of 6 staff vs 8 for the new contract term.
- The new proposed price takes into account appropriate wage increases for Trinity on-site staff based on our local competitive wage analysis; the starting hourly rate has increased 50% since 2019.

We sincerely feel that successfully running any business in the correctional environment requires a strong facility and vendor partnership. We strive to facilitate this bond via our cultural commitment to the principles of honesty, hard work, dedication, and transparency. We value long-standing partnerships and believe that we stand out against our competition because even in difficult times, we respect and honor these principles. We may not be the lowest-cost provider in the industry (as a matter of fact, we rarely expect to be the lowest bidder). Undoubtedly, you have our word that any difference in the proposed price compared to our competition ensures Trinity maintains the most experienced, fiscally responsible, comprehensive, and high-quality food service operation.

Sincerely,

Signature on File

Jim Perry
Senior Vice President, Sales, Trinity Services Group, Inc.

OPTION 1
SECTION 8 - BID FORM PRICING

The daily population of 550 inmates is a canvassing amount only. The jail population may vary from day to day. This price includes all meals, including those for dietary restrictions and for staff meals (approx. 30 staff meals per week.)

NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE
1	Annual Meal Service (625 x 3 x 365)	Meal	684,375	\$ \$1.790	\$ \$1,225,031
GRAND TOTAL					\$ \$1,225,031
GRAND TOTAL (In words) One million, two hundred and twenty-five thousand, thirty-one					

ALTERNATIVE BID PRICING – OPTION 2
REPLACE MILK WITH DAIRY DRINK

Trinity has provided an alternative pricing option for DuPage County in response to RFP Addendum 1, Question 16. Our main proposed menu includes 1% milk served at breakfast, 7 days per week. We have enclosed the nutritional comparison to offer dairy drink in place of milk and the lower proposed price per meal if DuPage were interested in this option.

Milk

Nutrition Information	
1 Servings per container	
Serving Size	1 Each (244g)
Amount Per Serving	
Calories	100
% Daily Value*	
Total Fat 2.5g	4%
Saturated Fat 1.5g	7%
Cholesterol 10mg	4%
Sodium 95mg	4%
Total Carbohydrate 13g	4%
Protein 8g	
Calcium 307mg	30%
Iron 0mg	0%

Dairy Drink PC

Nutrition Information	
1 Servings per container	
Serving Size	1 Each (22g)
Amount Per Serving	
Calories	100
% Daily Value*	
Total Fat 4g	6%
Saturated Fat 1g	4%
Cholesterol 0mg	0%
Sodium 70mg	3%
Total Carbohydrate 15g	5%
Protein 2g	
Calcium 348mg	35%
Iron NA	0%

ALTERNATIVE BID PRICING – REPLACE MILK WITH DAIRY DRINK

The daily population of 550 inmates is a canvassing amount only. The jail population may vary from day to day. This price includes all meals, including those for dietary restrictions and for staff meals (approx. 30 staff meals per week.)

NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE
1	Annual Meal Service (625 x 3 x 365)	Meal	684,375	\$ \$1.757	\$ \$1,202,447
GRAND TOTAL					\$ \$1,202,447
GRAND TOTAL (In words) One million, two hundred and two thousand, four hundred and forty seven					



\$1.76 is firm, regardless of Trinity Take-Out participation levels. Trinity would be able to issue the Trinity Take Out commission in the form a monthly check to the DuPage Sheriff's Office, to be deposited into the Inmate Welfare Fund. The County would be able to switch from Option 1 to TTO Option 3 at any time during the contract at the price stated below, which would remain in effect for the first year of the contract

**ALTERNATIVE BID PRICING – OPTION 3 & OPTION 4
IMPLEMENTATION of TRINITY TAKE OUT PROGRAM**

Trinity Take-Out

As a value add, Trinity Services Group is interested in implementing our "Trinity Take-Out (TTO)" program. This ala carte ordering program was designed specifically for the purpose of inmate behavior management and is detailed in the technical proposal. This program generates revenue that has been used to further reduce the price per meal offered (presented in the example below). In addition, Trinity is offering DuPage County a 15% commission on all TTO sales.

**ALTERNATIVE BID PRICING – PROPOSED BID MENU WITH MILK
& TRINITY TAKE OUT (OPTION 3)**

The daily population of 550 inmates is a canvassing amount only. The jail population may vary from day to day. This price includes all meals, including those for dietary restrictions and for staff meals (approx. 30 staff meals per week.)

NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE
1	Annual Meal Service (625 x 3 x 365)	Meal	684,375	\$ \$1.760	\$ \$1,204,500
GRAND TOTAL					\$ \$1,204,500
GRAND TOTAL (In words) One million, two hundred and four thousand, five hundred					

**ALTERNATIVE BID PRICING – REPLACE MILK WITH DAIRY DRINK
& TRINITY TAKE OUT (OPTION 4)**

The daily population of 550 inmates is a canvassing amount only. The jail population may vary from day to day. This price includes all meals, including those for dietary restrictions and for staff meals (approx. 30 staff meals per week.)

NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE
1	Annual Meal Service (625 x 3 x 365)	Meal	684,375	\$ \$1.727	\$ \$1,181,916
GRAND TOTAL					\$ \$1,181,916
GRAND TOTAL (In words) One million, one hundred and eighty one thousand, nine hundred and sixteen					

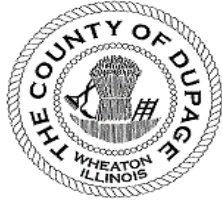


Financial Considerations

If awarded a contract, Trinity Services Group would like to discuss and negotiate the following financial considerations.

1. Meal prices shall be adjusted annually, effective on the anniversary date of the contract, by an amount equal to the change in the Bureau of Labor Statistics, Consumer Price Index, All Urban Consumers, U.S. City Average, Food Away From Home. Annual price adjustments shall be based on the most current data available sixty (60) days prior to the contract anniversary date and shall be communicated to the Client not less than ten (10) days prior to the effective date of the new prices.
2. In the event of material cost changes in federal, state, or local taxes including, but not limited to, social security taxes, unemployment taxes or payroll based taxes or an increase in the minimum wage rate or the implementing regulations or the enactment or application of any "living wage", "prevailing wage" or similar laws by any governmental entity; and/or an increase in employee benefits whether as a result of a change in federal, state, or local laws or a federal, state, or local legislative or regulatory mandate or otherwise, it is agreed that the parties shall adjust the meal prices to reflect said increases. If other material conditions change due to causes beyond Trinity's control, including, but not limited to menu changes requested by the facility, decreases in inmate population or the availability of inmate labor or changes in federal, state or local standards or regulations or other unforeseen conditions beyond Trinity's control, it is agreed that the parties shall adjust the meal prices to reflect the impact of the change in circumstances.





THE COUNTY OF DUPAGE
FINANCE - PROCUREMENT
FOOD SERVICE FOR DUPAGE COUNTY JAIL 23-026-SHF
BID TABULATION

✓

Criteria	Available Points	Trinity Services Group, Inc.
Firm Qualifications	20	18
Project Understanding	20	18
Price	60	60
Total	100	96

Fee and Rate Proposal	\$ 1,225,031.00
Percentage of points	100%
Points awarded (wtd against lowest price)	60

NOTES

RFP Posted on 3/7/2023	
Bid Opened On 3/29/23, 2:30 PM CST by	VC,DW
Invitations Sent	17
Total Requesting Documents	1
Total Bid Responses Received	1

VENDOR ETHICS DISCLOSURE FORM



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: March 24, 2023

Bid/Contract/PO #:

Company Name: Trinity Services Group, Inc.	Company Contact: James M. Perry
Contact Phone: 314-963-8733	Contact Email: jim.perry@trinityservicesgroup.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

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

- 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

Add Line	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
x			
x			

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.dupagesc.org/CountyBoard/Policies/>

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

Authorized Signature

[Redacted Signature]

Printed Name

James M. Perry

Title

Senior Vice President, Sales

Date

March 24, 2023

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 #: 23-1553

Agenda Date: 4/18/2023

Agenda #: 8.A.

DuPage County, Illinois
BUDGET ADJUSTMENT
Effective October, 2022

From: 1000
Company #

CRISIS INTERVENTION TRAINING
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	
4402	53090		OTHER PROFESSIONAL SERVICES	\$ 5,000.00	158,424.00	153,424.00	4/5/23
Total				\$ 5,000.00			

To: 1000
Company #

CRISIS INTERVENTION TRAINING
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	
4402	52000		FURN/MACH/EQUIP SMALL VALUE	\$ 5,000.00	0	5,000.00	4/5/23
Total				\$ 5,000.00			

Reason for Request:

For the purchase of 44 chairs for the CIT training room

Signature on File

Department Head 
Chief Financial Officer

4/4/2023
Date
4/11/23
Date

Activity _____
(optional)

****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 _____		

JPS - 4/18/23

FIN/CB - 4/25/23

95



Budget Transfer

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

File #: 23-1554

Agenda Date: 4/18/2023

Agenda #: 8.B.

**DuPage County, Illinois
BUDGET ADJUSTMENT
Effective October, 2022**

From: 1000
Company #

PUBLIC DEFENDER
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	
6300	50000		REGULAR SALARIES	\$ 70,300.00	3,066,498.30	2,996,198.30	4/6/23
Total				\$ 70,300.00			

To: 1000
Company #

PUBLIC DEFENDER
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	
6300	50050		TEMPORARY SALARIES	\$ 70,300.00	485.00	70,785.00	4/6/23
Total				\$ 70,300.00			

Reason for Request:

Transferring out of 50000 to 50050 for additional temporary Legal Interns salaries for Spring/Summer.

Signature on File

Department Head

Chief Financial Officer

4/6/23
Date
4/11/23
Date

Activity

(optional)

****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 _____		

OPS - 4/18/23

FIN/CB - 4/25/23



Budget Transfer

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

File #: 23-1555

Agenda Date: 4/18/2023

Agenda #: 8.C.

**DuPage County, Illinois
BUDGET ADJUSTMENT
Effective October, 2022**

From: 5000
Company #

MISC PROBATION 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	
6192	50000		REGULAR SALARIES	\$ 8,877.00	95,195.51	86,318.51	4/5/23
6192	51010		EMPLOYER SHARE I.M.R.F.	\$ 1,062.00	15,838.82	14,776.82	4/5/23
6192	51030		EMPLOYER SHARE SOCIAL SECURITY	\$ 679.00	7,827.19	7,148.19	4/5/23
Total				\$ 10,618.00			

To: 5000
Company #

MISC PROBATION 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	
6192	51040		EMPLOYEE MED & HOSP INSURANCE	\$ 871.00	4,149.40	5,020.40	4/5/23
6192	53070		MEDICAL SERVICES	\$ 6,756.00	22,372.00	29,133.00	4/5/23
6192	52000		FURN/MACH/EQUIP SMALL VALUE	\$ 1,631.00	0	1,631.00	4/5/23
6192	52200		OPERATING SUPPLIES & MATERIALS	\$ 960.00	2,456.72	3,416.72	4/5/23
6192	53830		OTHER CONTRACTUAL EXPENSES	\$ 400.00	24,259.00	24,659.00	4/5/23
Total				\$ 10,618.00			

Reason for Request:

Offset salaries and benefits to cover the increased cost of treatment services, furniture & small equipment, operating supplies, and other contractual expenses to line up with the grant budget supplemental funding per the grant authority. Activity Code 192301.

Signature on File

Department Head

Chief Financial Officer

Date

Date

Activity 192301
(optional)

****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 _____		

JPS - 4/18/23

FIN/LO - 4/25/23



Grant Proposal Notifications

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

File #: 23-1556

Agenda Date: 4/18/2023

Agenda #: 9.A.



Grant Proposal Notification

GPN Number: 021-23
(Completed by Finance Department)

Date of Notification: 03/27/2023
(MM/DD/YYYY)

Parent Committee Agenda Date: 04/17/2023
(Completed by Finance Department) (MM/DD/YYYY)

Grant Application Due Date: 04/26/2023
(MM/DD/YYYY)

Name of Grant: FY23 Formula DNA Capacity Enhancement for Backlog Reduction (CEBR) Program

Name of Grantor: US Dept. of Justice - Bureau of Justice Assistance

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

County Department: DuPage County Forensic Science Center

Department Contact: Tamara A. Camp, Forensic Scientist Senior, X2115
(Name, Title, and Extension)

Parent Committee: JPS

Grant Amount Requested: \$ 395,280.00

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

Is this a new non-recurring Grant: ☐ Yes ☒ No

Source of Grant: ☒ Federal ☐ State ☐ Private ☐ Corporate

If Federal, provide CFDA: 16.741 If State, provide CSFA: _____



Grant Proposal Notification

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

Funds in the amount of \$395,280 are requested. A portion of the grant funds will pay for overtime for DNA analysts, to be used specifically when it is necessary to prevent a backlog. The capacity of the laboratory will be increased by grant funding of supplies needed for additional casework and replacement of aging equipment. Grant funded continuing education will improve the current analysts' scientific expertise and also enable the laboratory to comply with QAS requirements. Together, these funded items will allow the laboratory to work toward the goal of increasing capacity and reducing the forensic casework turn-around time so that the backlog can, in turn, be reduced or eliminated.

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

Quality of Life: The grant will increase the capacity of the DNA section to conduct more casework and to reduce the backlog so that casework is completed more quickly. This will lead to solving more cases and the prompt resolution of these cases, making the citizens of DuPage safer.
Financial Planning: The grant will utilize federal funding to augment the local funding for DNA analyses.
Customer Service: The grant will improve access to county resources because the DNA section will be able to conduct casework on more cases. For example, the grant allows us to analyze DNA left at property crimes, which typically have lower priority than crimes against people.

3. What is the period covered by the grant?

10/01/2023 to: 09/30/2025
(MM/DD/YYYY) (MM/DD/YYYY)

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

3.1.1. _____ and _____
(MM/YY) (Duration)

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

No

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

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

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

5.2. After expenditure of costs (reimbursement-based) ☒

Grant Proposal Notification

6. Does the grant allow for Personnel Costs? (Yes or No) Yes
- 6.1. If yes, what are the total projected salary and fringe benefit costs of personnel charging time to the grant for the entire term of the grant? Compute County-provided benefits at 40%.
- 6.1.1. Total salary \$970,183.00 Percentage covered by grant 10
- 6.1.2. Total fringe benefits \$388,073.00 Percentage covered by grant 4.3
- 6.1.3. Are any of the County-provided fringe benefits disallowed? (Yes or No): yes
- 6.1.3.1. If yes, which ones are disallowed?
- health insurance for full time employees working overtime utilizing grant funds
- 6.1.3.2. If the grant does not cover 100% of the personnel costs, from what Company-Accounting Unit will the deficit be paid?
- 1000-4400
- 6.2. Will receipt of this grant require the hiring of additional staff? (Yes or No): No
- 6.2.1. If yes, how many new positions will be created?
- 6.2.1.1. Full-time _____ Part-time _____ Temporary _____
- 6.2.1.2. Will the headcount of the new position(s) be placed in the grant accounting unit?
- 6.2.1.2.1. If no, in what Company-Accounting Unit will the headcount(s) be placed? (Yes or No)

Grant Proposal Notification

6.3. Does the grant award require the positions to be retained beyond the grant term? (Yes or No)	No
6.3.1. If yes, please answer the following:	
6.3.1.1. How many years beyond the grant term?	_____
6.3.1.2. What Company-Accounting Unit(s) will be used?	_____
6.3.1.3. Total annual salary	_____
6.3.1.4. Total annual fringe benefits	_____
7. Does the grant allow for direct administrative costs? (Yes or No)	Yes
7.1. If yes, please answer the following:	
7.1.1. Total estimated direct administrative costs for project (only applies to DNA analysts' time, not 421 personnel)	\$16,200.00
7.1.2. Percentage of direct administrative costs covered by grant	3.7
7.1.3. What percentage of the grant total is the portion covered by the grant	0.15
8. What percentage of the grant funding is non-personnel cost / non-direct administrative cost?	71
9. Are matching funds required? (Yes or No):	No
9.1. If yes, please answer the following:	
9.1.1. What percentage of match funding is required by granting entity?	_____
9.1.2. What is the dollar amount of the County's match?	_____

Grant Proposal Notification

- 9.1.3. What Company-Accounting Unit(s) will provide the matching requirement? _____
10. What amount of funding is already allocated for the project? \$1,094,527.00
- 10.1. If allocated, in what Company-Accounting Unit are the funds located? 1000-4400, 1000-1160, 1300-4440
- 10.2. Will the project proceed if the funding opportunity is not awarded? (Yes or No): Yes
(but at a greatly reduced capacity)
11. What is the total project cost (Grant Award + Match + Other Allocated Funding)? \$1,489,807.00



Authorization to Travel

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

File #: 23-1557

Agenda Date: 4/18/2023

Agenda #: 10.A.

OVERNIGHT TRAVEL REQUEST

Valid for ALL overnight travel

Revised 3-14-2017

REQUEST DATE: 26-Mar-23	
NAME:	TITLE: Coordinator
DEPARTMENT: OHSEM	ACCOUNT CODE: 1000-1900
PURPOSE OF TRIP: (explain fully the necessity of making the trip)	
DuPage OHSEM is the host agency for ILEAS communications assets ITECS 4. On April 26, 2023, ILEAS is hosting an all-day workshop to issue and train on new equipment. Other than gas reimbursement, there is no cost to DuPage County. ILEAS is providing lodging to two team members on the night prior to the workshop. Breakfast is included at the hotel and ILEAS is providing lunch during the workshop.	
DESTINATION: ILEAS - Urbana, IL	
DATE OF DEPARTURE: 25-Apr-23	DATE OF RETURN ARRIVAL: 26-Apr-23
(Please include a detailed explanation if different from official business dates)	
Please indicate the estimated amount for each applicable expense.	
REGISTRATION:	\$0.00
TRANSPORTATION:	\$0.00
LODGING	\$0.00
MISCELLANEOUS EXPENSES (parking, mileage, etc.)	\$50.00
RENTAL CAR: (explain fully the necessity)	\$0.00
REFERENCE MATERIALS:	\$0.00
MEALS: (Per Diems)	\$0.00
TOTAL	\$50.00

REVIEWED BY AND DATE APPROVED:

Department Head: _____
(Signature)

Date: _____

Committee Name: _____

Date: _____

County Board: _____

Date: _____

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



ITECS Team Workshop Training

Organizer: William Springer waspringer@ileas.org

Time: Wednesday, April 26, 2023 8:00 AM-4:00 PM

Location: ILEAS ITC

We will be having an ITECS training session and equipment distribution at ILEAS on Wednesday, April 26, probably 9 or 10 a.m. to 4 p.m. (still TBD).

Topics will be:

- Command Cases, training and distribution. If you already have one, bring it along. This will be primary training for the day.
- Tait Repeater reprogramming. Bring your orange repeater. We will reprogram it and issue each team a new duplexer.
- APX 4500, training and distribution for those who do not have them yet.
- 700 MHz Futurecom repeater, training and distribution for those who do not have them yet.
- VHF Futurecom repeater, training and distribution
- Pepwave cellular, a quick overview.
- Other topics to be determined.

Lodging will be available for up to two persons per team. Contact STR@ileas.org if you need lodging.



Authorization to Travel

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

File #: 23-1558

Agenda Date: 4/18/2023

Agenda #: 10.B.

OVERNIGHT TRAVEL REQUEST

Valid for ALL overnight travel

Revised 3-14-2017

REQUEST DATE: 26-Mar-23	
NAME: _____	Signature on File _____
TITLE: Reservist	
DEPARTMENT: OHSEM	ACCOUNT CODE: 1000-1900
PURPOSE OF TRIP: (explain fully the necessity of making the trip)	
DuPage OHSEM is the host agency for ILEAS communications assets ITECS 4. On April 26, 2023, ILEAS is hosting an all-day workshop to issue and train on new equipment. There is no cost to DuPage County. ILEAS is providing lodging to two team members on the night prior to the workshop. Breakfast is included at the hotel and ILEAS is providing lunch during the workshop.	
DESTINATION: ILEAS - Urbana, IL	
DATE OF DEPARTURE: 25-Apr-23	DATE OF RETURN ARRIVAL: 26-Apr-23
(Please include a detailed explanation if different from official business dates)	
Please indicate the estimated amount for each applicable expense.	
REGISTRATION:	\$0.00
TRANSPORTATION:	\$0.00
LODGING	\$0.00
MISCELLANEOUS EXPENSES (parking, mileage, etc.)	\$0.00
RENTAL CAR: (explain fully the necessity)	\$0.00
REFERENCE MATERIALS:	\$0.00
MEALS: (Per Diems)	\$0.00
TOTAL	\$0.00

REVIEWED BY AND DATE APPROVED:

Department Head: _____
(Signature)

Date: _____

Committee Name: _____

Date: _____

County Board: _____

Date: _____

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



ITECS Team Workshop Training

Organizer: William Springer waspringer@ileas.org

Time: Wednesday, April 26, 2023 8:00 AM-4:00 PM

Location: ILEAS ITC

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- APX 4500, training and distribution for those who do not have them yet.
- 700 MHz Futurecom repeater, training and distribution for those who do not have them yet.
- VHF Futurecom repeater, training and distribution
- Pepwave cellular, a quick overview.
- Other topics to be determined.

Lodging will be available for up to two persons per team. Contact STR@ileas.org if you need lodging.



Informational

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

File #: 23-1559

Agenda Date: 4/18/2023

Agenda #: 11.A.



DUPAGE COUNTY PUBLIC DEFENDER

Jeffrey R. York, Chief Public Defender

April 7, 2023

Ms. Lucy Chang Evans
Chairwoman of the Judicial
Public Safety Committee
County Board Offices
421 N. County Farm Road
Wheaton, IL 60187

RE: Monthly Statistical Report

Dear Ms. Chang Evans:

Pursuant to 55 ILCS 5/3-4010, enclosed is a copy of the monthly report of services rendered by the Public Defender's Office through March 31, 2023.

Sincerely,



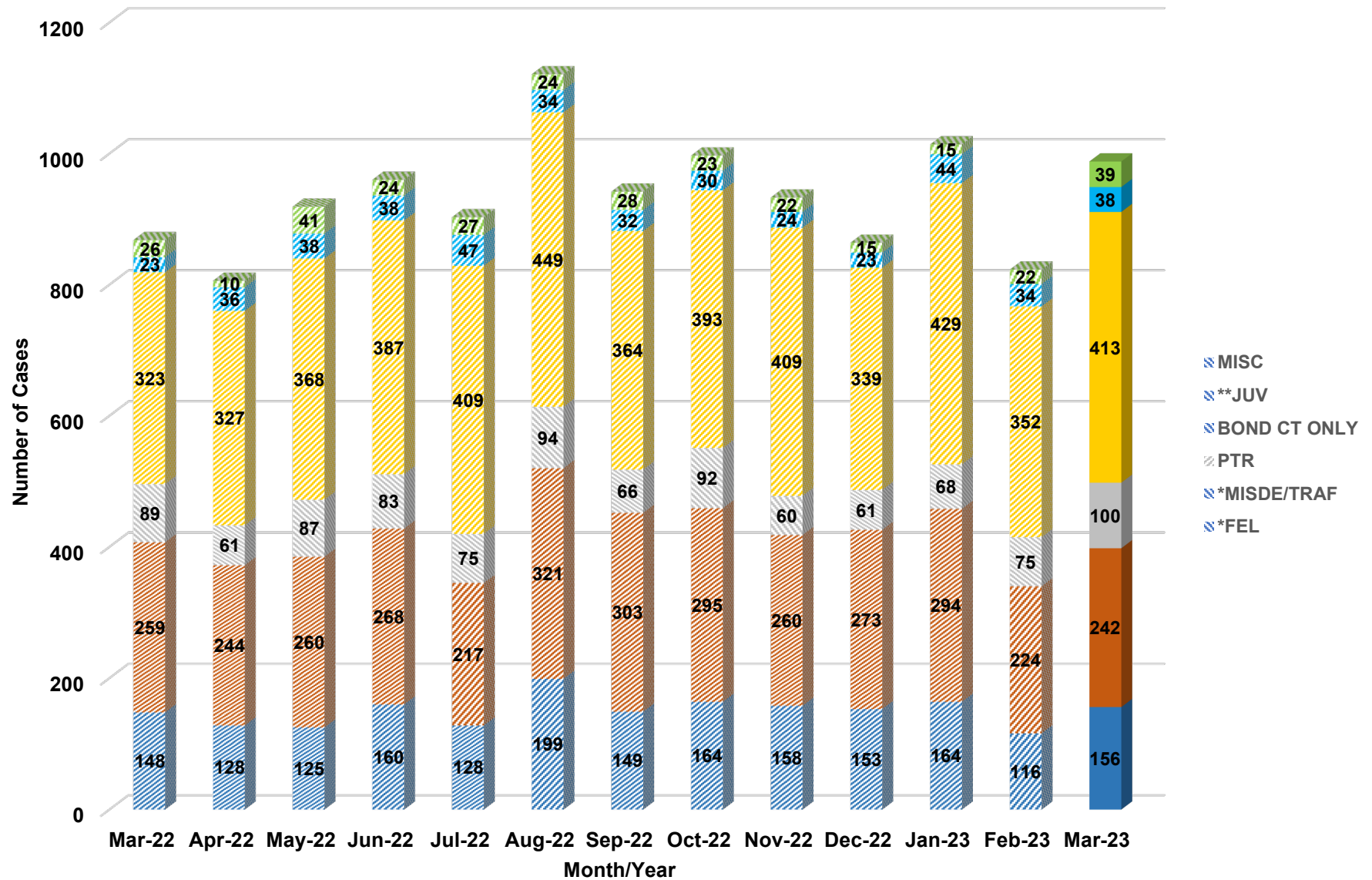
JEFFREY R. YORK
Public Defender of DuPage County

JRY/mb
encl.

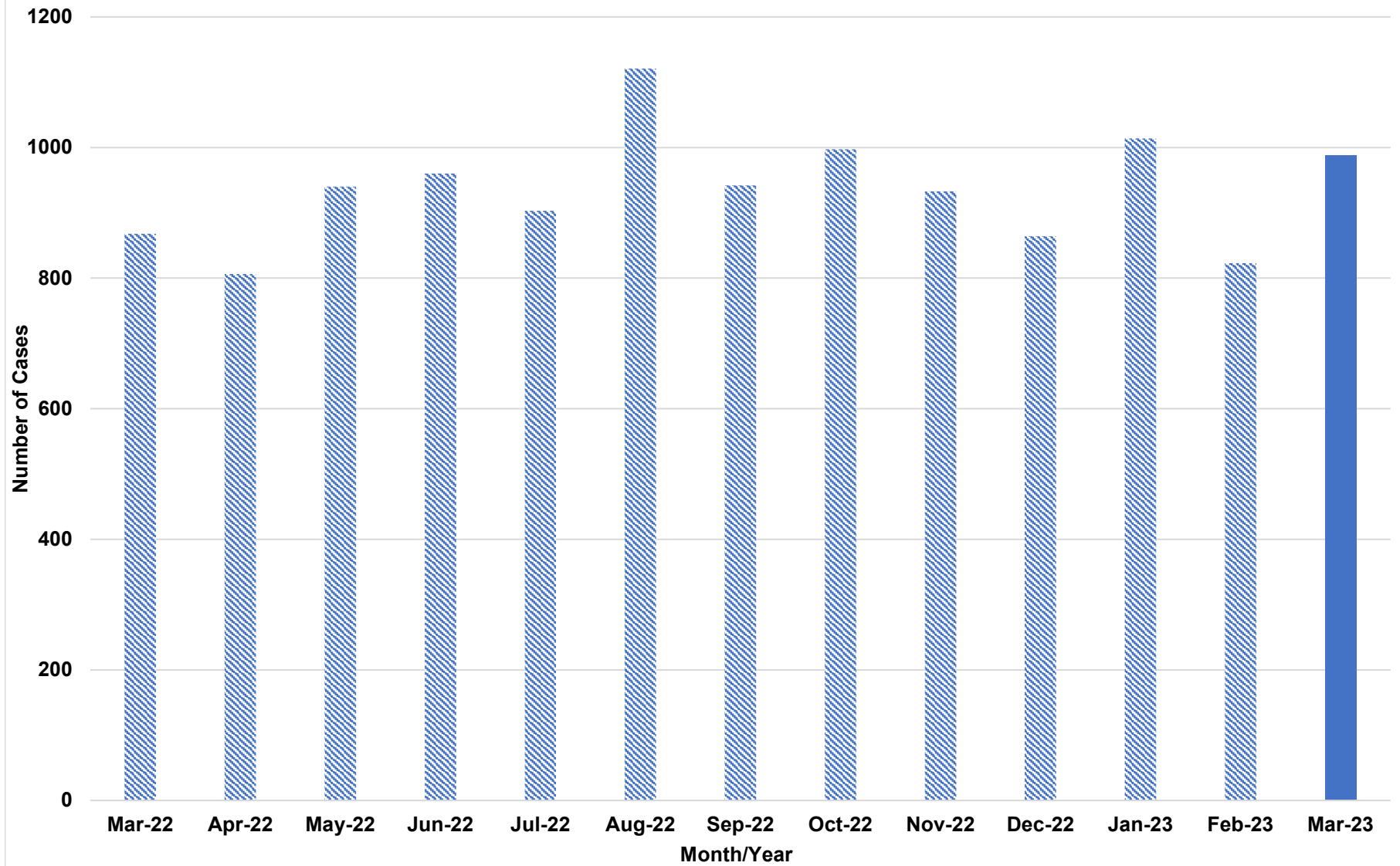
Public Defender's Office - New Case Appointments - March 2023

Case Type	Case Sub Type	Number of Cases
Bond Court Case		413
Criminal	Felony	156
Criminal	Misdemeanor	242
Juvenile Abuse and Neglect		21
Juvenile Delinquency		17
Mental Health & Miscellaneous		39
PTR	Felony/Misdemeanor	100
Total		988

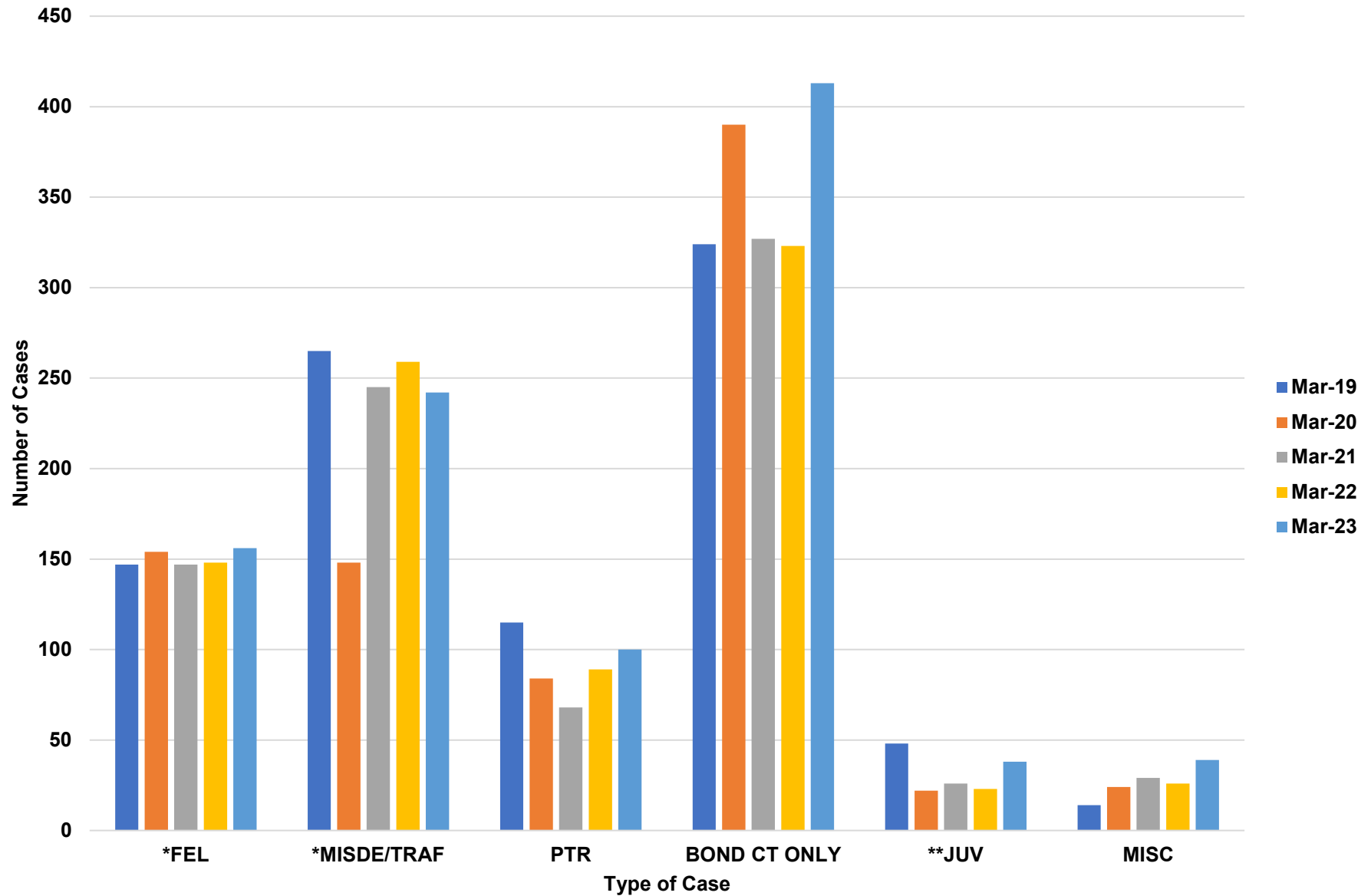
Public Defender's Office - New Case Appointments - By Category Stacked March 2022 - March 2023



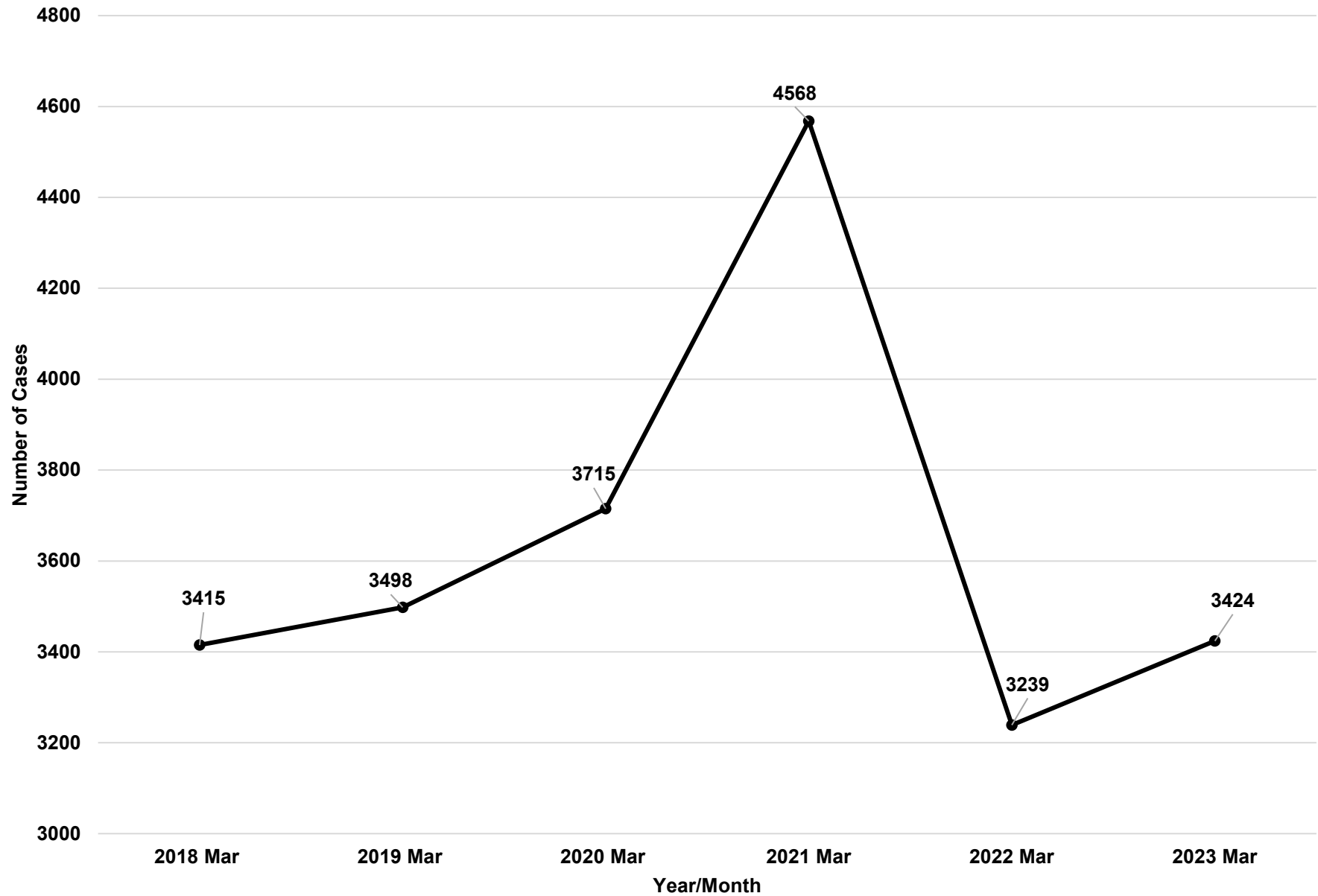
Public Defender's Office - New Case Appointments March 2022 - March 2023



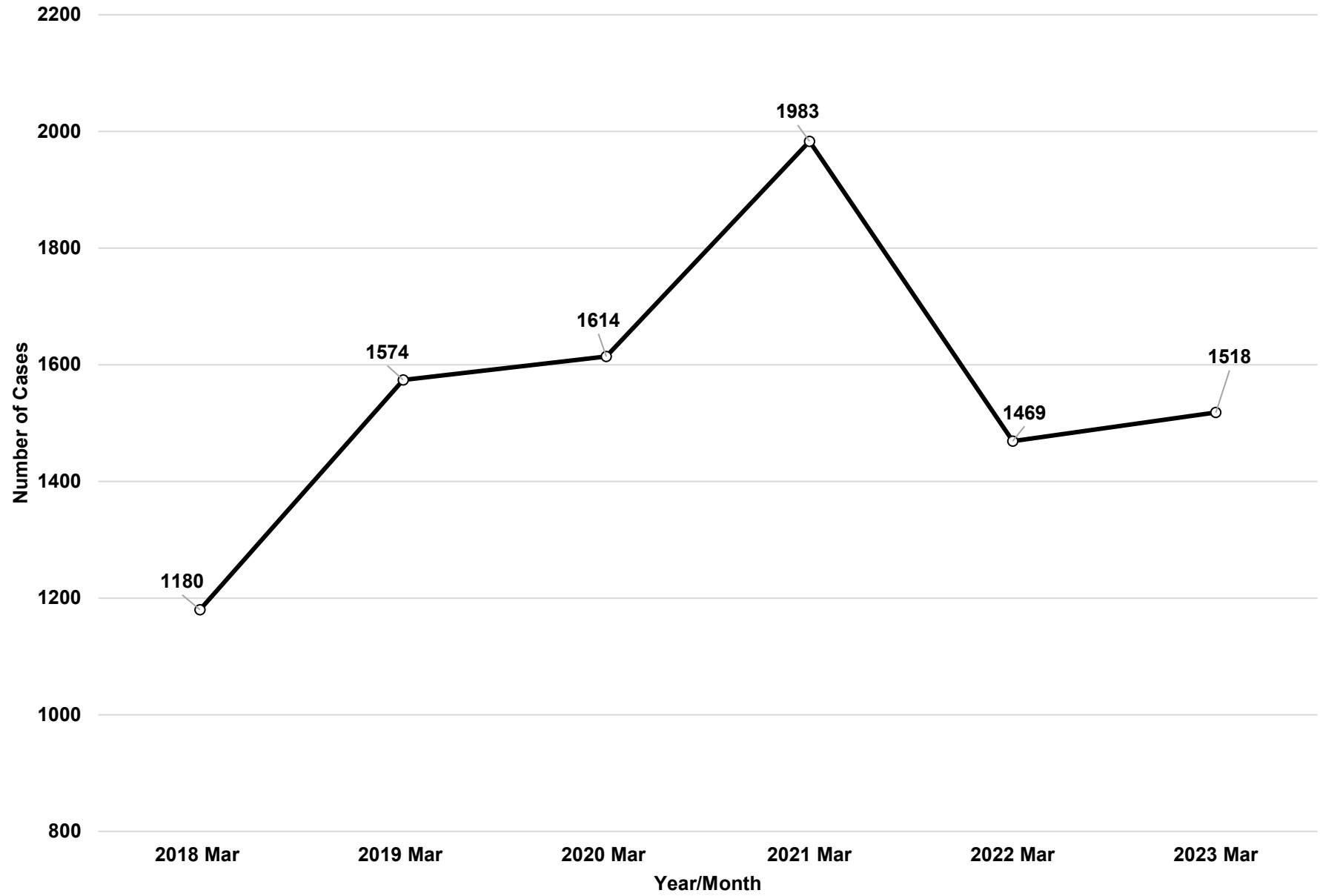
Public Defender's Office - New Case Appointment by Type March 2019 - March 2023



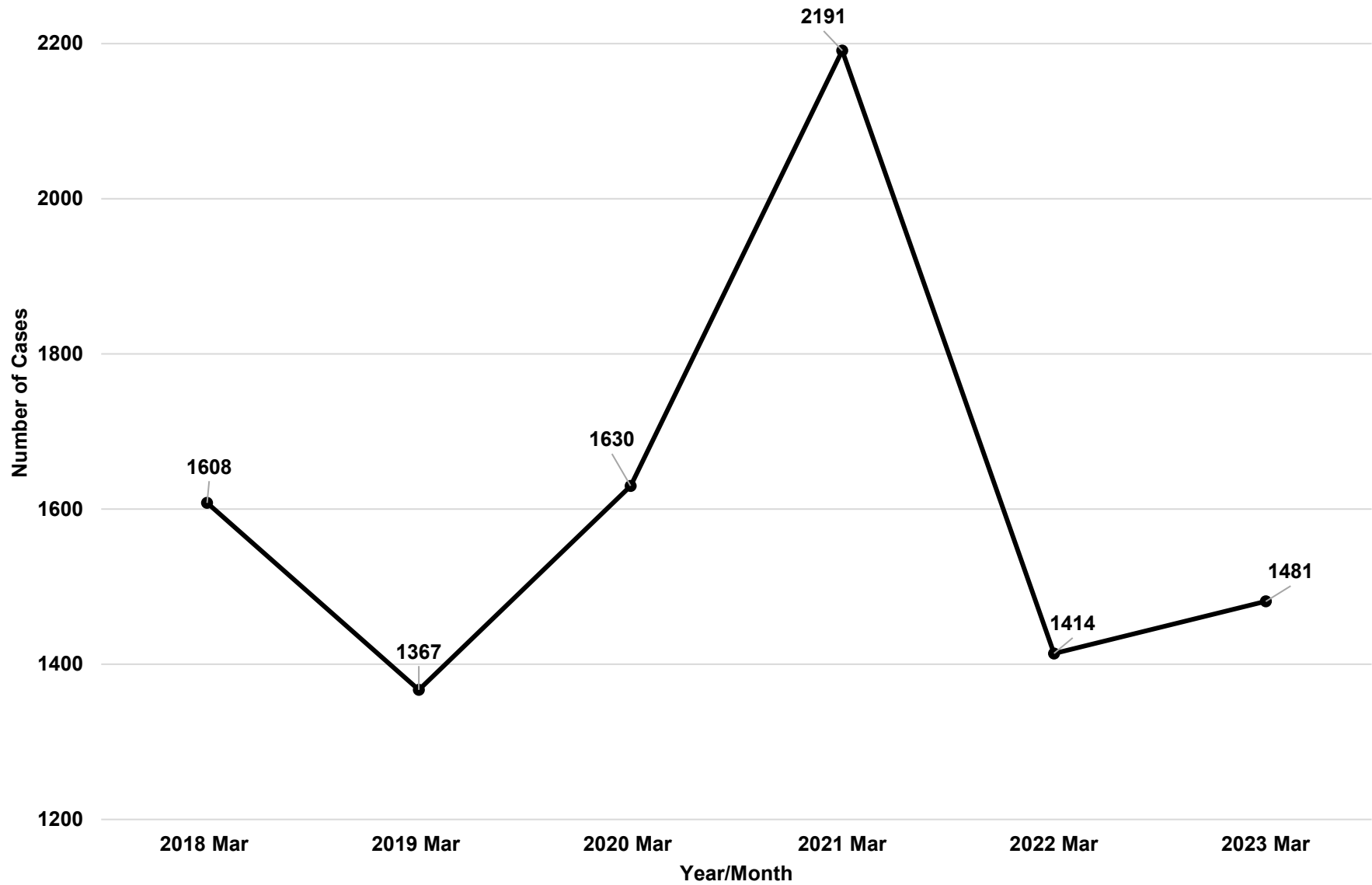
Public Defender - Attorney Active Files - March 2018 - March 2023



Public Defender - Felony Active Files - March 2018 - March 2023



Public Defender - Misdemeanor Active Files - March 2018 - March 2023



Public Defender's Office - March 2023 Open Cases by Category

