



# DU PAGE COUNTY

## Transportation Committee

### Regular Meeting Agenda

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

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**Tuesday, June 17, 2025**

**10:00 AM**

**Room 3500B**

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**1. CALL TO ORDER**

**2. ROLL CALL**

**3. CHAIR'S REMARKS - CHAIR OZOG**

**4. PUBLIC COMMENT**

**5. APPROVAL OF MINUTES**

5.A. [25-1510](#)

DuPage County Transportation Committee Meeting Minutes-Tuesday June 3, 2025.

**6. STAFF RECOGNITION**

6.A. Senior Civil Engineer-Ryan Singer 10 years

**7. PRESENTATION**

7.A. The DuPage County Safety Action Plan.

**8. RESOLUTIONS**

8.A. [DT-R-0018-25](#)

Resolution to rescind DT-P-0017-25, issued to Ozinga Ready Mix Concrete, Inc., to furnish and deliver Portland Cement concrete, as needed, for Division of Transportation and Public Works. (Contract total amount of \$75,000)

8.B. [DT-R-0019-25](#)

Recommendation for approval of Annual Financial Commitment in support of the Chicago Metropolitan Agency for Planning to consolidate planning of land use and transportation for the seven Counties of northeastern Illinois - \$79,263.00.

8.C. [DT-R-0020-25](#)

Recommendation for adoption of the DuPage County Safety Action Plan.

**9. BUDGET TRANSFERS**

9.A. [25-1503](#)

Budget Transfer of \$200 from Salary & Wage Adjustments 1500-3510-50080 to Wearing Apparel Reimbursement 1500-3510-51080. Funds needed for the inclusion of the Highway Operation Supervisors' wearing apparel reimbursement per the new union contract.

9.B. [25-1504](#)

Budget Transfer of \$400 from Salary & Wage Adjustments 1500-3520-50080 to Wearing Apparel Reimbursement 1500-3520-51080. Funds needed for the inclusion of the Fleet Supervisors' wearing apparel reimbursement per the new union contract.

**10. PROCUREMENT REQUISITIONS**10.A. [25-1473](#)

Recommendation for the approval of a contract purchase order to Shorewood Home & Auto, to furnish and deliver genuine John Deere OEM repair and replacement parts, as-needed, for the Division of Transportation, for the period June 24, 2025 through June 30, 2026, for a total contract amount of \$30,000; per lowest responsible bid #25-068-DOT.

10.B. [DT-P-0038-25](#)

Recommendation for the approval of a contract to Elmhurst Chicago Stone, LLC, to provide Portland Cement Concrete, as-needed, for the Division of Transportation and Public Works, for the period of June 24, 2025 through March 31, 2026, for a contract total not to exceed \$64,000; per lowest responsible bid #25-067-DOT. (Division of Transportation \$50,000 / Public Works \$14,000).

**11. CHANGE ORDERS**11.A. [25-1474](#)

Alfred Benesch and Company-Section #18-00206-10-BR-Revised Exhibit C.

11.B. [DT-CO-0001-25](#)

Amendment to contract purchase order 7593-1-SERV, issued to Brad Bailey Sales d/b/a Lake County Trailers to furnish and deliver two (2) enclosed trailers, for the Division of Transportation to increase the funding in the amount of \$1,000, resulting in an amended contract total amount of \$30,544, an increase of 3.38%.

11.C. [25-1465](#)

DT-P-0053A-24 – Amendment to Resolution DT-P-0053-24, issued to Mandel Metals, to furnish and deliver aluminum sign blanks, as needed for the Division of Transportation, to increase the funding in the amount of \$26,800, resulting in a revised encumbrance of \$41,467.88, with no change to the contract amount.

11.D. [25-1461](#)

DT-P-0057A-24 – Amendment to Resolution DT-P-0057-24, issued to Lightle Enterprises of Ohio, to furnish and deliver sign materials-rolled goods, as needed for the Division of Transportation, to increase the funding in the amount of \$34,190, resulting in a revised encumbrance of \$44,190, with no change to the contract amount.



**12. AWARDING RESOLUTIONS****12.A. [DT-R-0015-25](#)**

Awarding resolution to Compass Minerals America Inc. for the Bulk Rock Salt Program, Section 25-0SALT-02-MS, for an estimated County cost of \$707,900; per lowest responsible bid.

**12.B. [DT-R-0016-25](#)**

Awarding Resolution to Builder's Paving, LLC, for Improvements to CH33/75th Street Frontage Road, Section 25-00233-10-CH, for an estimated County cost of \$2,136,950.76; per lowest responsible bid.

**13. INTERGOVERNMENTAL AGREEMENTS****13.A. [DT-R-0017-25](#)**

Agreement between the County of DuPage and Bloomingdale Owner, LLC for Traffic Signal Maintenance Responsibilities at CH11/Army Trail Road and Bloomingdale Court (No County cost).

**14. INFORMATIONAL****14.A. [FM-P-0029-25](#)**

Recommendation for the approval of a contract to Commonwealth Edison Company, for electric utility supply and distribution services for the connected County facilities, for Facilities Management, for the period of June 29, 2025 through June 28, 2027, for a total contract amount not to exceed \$7,711,220. Per 55 ILCS 5/5-1022 (c) not suitable for competitive bids – Public Utility. (\$5,560,560 for Facilities Management, \$62,695 for Animal Services, \$1,401,875 for the Care Center, \$231,960 for the Division of Transportation, and \$454,130 for the Health Department)

**14.B. [FM-P-0030-25](#)**

Recommendation for the approval of a contract to A&P Grease Trappers, Inc., for sanitary, grease trap and storm basin pumping, jetting, and cleaning, as needed for the County campus, for Facilities Management, for the period of June 25, 2025 through June 24, 2027, for a total contract amount not to exceed \$214,155; per lowest responsible bid accepted in the best interest of the county, per staff's decision memo for bid #25-072-FM. (\$160,450 for Facilities Management, \$23,705 for Animal Services, and \$30,000 for the Division of Transportation)

**14.C. [PW-P-0015-25](#)**

Recommendation for the approval of a contract to Sheffield Safety and Loss Company, LLC, for Safety Program Management for various County Departments, for the period of June 25, 2025 to June 24, 2026, for a total contract amount not to exceed \$150,000; per RFP #25-046-PW. (\$25,000 Public Works, \$25,000 Stormwater, \$25,000 Division of Transportation, \$25,000 Facilities Management, and \$50,000 Finance)

**15. OLD BUSINESS****16. NEW BUSINESS**

**17. ADJOURNMENT**



## Minutes

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

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**File #:** 25-1510

**Agenda Date:** 6/17/2025

**Agenda #:** 5.A.

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# DU PAGE COUNTY

## Transportation Committee

### Draft Summary

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

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**Tuesday, June 3, 2025**

**10:00 AM**

**Room 3500B**

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Under the authority of the County Board Rules, Vice Chair Tornatore appointed Member Rutledge to serve as a temporary member of the Transportation Committee to establish quorum.

**1. CALL TO ORDER**

10:00 AM meeting was called to order by Vice Chair Tornatore at 10:00 AM.

**2. ROLL CALL**

<b>PRESENT</b>	Evans, Tornatore, Zay, and Rutledge
<b>ABSENT</b>	Covert, Garcia, and Ozog

**3. CHAIR'S REMARKS - VICE CHAIR TORNATORE**

No remarks were offered.

**4. EMPLOYEE RECOGNITION**

4.A. Rich Ostrowski-40 years

Director Travia invited Chief Transportation Planner, John Loper, to share some history of Rich Ostrowski's 40 year career with the Division of Transportation, as one of our Senior Engineering Technicians. Rich works in our Traffic Department and he is a vital part of many traffic studies. He oversees our traffic interns and is a great help in many of the Transportation Plans.

Member Garcia joined the meeting at 10:05 AM

**5. PUBLIC COMMENT**

No public comments were offered.

**6. APPROVAL OF MINUTES**

6.A. [25-1372](#)

DuPage County Transportation Committee Meeting Minutes-Tuesday May 20, 2025.

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Lucy Evans
<b>AYES:</b>	Evans, Garcia, Tornatore, and Zay
<b>ABSENT:</b>	Covert, and Ozog

## 7. PROCUREMENT REQUISITIONS

### MOTION TO COMBINE ITEMS 7.A. THROUGH 7.F.

Member Garcia moved and Member Evans seconded a motion to combine items 7.A. through 7.F. The motion was approved on roll call vote, all "ayes", motion carried.

7.A. [25-1362](#)

Recommendation for the approval of a contract to Al Piemonte Ford Sales Inc., to provide heavy duty body repairs for the DOT Fleet, as needed, for the period of July 1, 2025 through June 30, 2026, for a total contract value not to exceed \$15,000; per renewal option under bid award #23-071-DOT, second of three renewals.

7.B. [25-1364](#)

Recommendation for the approval of a contract purchase order to Altec Inc., to furnish and deliver OEM replacement parts and service on various County owned and operated equipment, as-needed, for the Division of Transportation, for the period June 3, 2025 through May 31, 2026, for a total contract amount of \$15,000. Per 55 ILCS 5/5-1022(c) not suitable for competitive bids. (Sole Source - direct replacement of compatible equipment parts).

7.C. [25-1370](#)

Recommendation for the approval of a contract to Snap-On Incorporated, d/b/a IDSC Holdings LLC, d/b/a Snap-on Industrial, a Division of IDSC Holdings LLC, to furnish and deliver Snap-On tools and diagnostic equipment, as needed, for the Division of Transportation, for the period of July 1, 2025 through June 30, 2026, for a contract total not to exceed \$30,000. Contract pursuant to the Intergovernmental Cooperation Act (Sourcewell Contract #121223).

7.D. [DT-P-0035-25](#)

Recommendation for the approval of a contract to Traffic Control Corporation, for annual maintenance and support services for the Division of Transportation's Centracs ATMS software system, for the period July 1, 2025 through June 30, 2026, for a contract total not to exceed \$36,773. Per 55 ILCS 5/5-1022(c) not suitable for competitive bids. (Sole Source - Proprietary Software Maintenance and Support)

7.E. [DT-P-0036-25](#)

Recommendation for the approval of a contract to Mac's Body Shop, Inc., for auto body repairs, for the period July 1, 2025 through June 30, 2026, for a contract total not to exceed \$70,000; per renewal of bid 23-071-DOT, second of three options to renew. (\$20,000 for Division of Transportation and \$50,000 for Sheriff's Office).

7.F. [DT-P-0037-25](#)

Recommendation for the approval of a contract purchase order to Auto Tech Centers, Inc., to furnish and deliver Goodyear tires, as needed, for the Division of Transportation, for the period July 1, 2025 through June 30, 2026, for a contract total not to exceed \$120,000. Contract pursuant to the Intergovernmental Cooperation Act (NASPO Contract #24155).

<b>RESULT:</b>	APPROVED THE CONSENT AGENDA
<b>AYES:</b>	Evans, Garcia, Tornatore, and Zay
<b>ABSENT:</b>	Covert, and Ozog

## 8. AWARDING RESOLUTIONS

### 8.A. [DT-R-0013-25](#)

Awarding Resolution issued to SKC Construction, Inc., for the 2025 Pavement Preservation/Crack Sealing Program, Section 25-CRKSL-09-GM, for an estimated County cost of \$30,000; Per lowest responsible bid.

<b>RESULT:</b>	APPROVED AND SENT TO FINANCE
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### 8.B. [DT-R-0014-25](#)

Awarding Resolution to Schroeder Asphalt Services, Inc., for the Lisle Township 2025 Road Maintenance Program, Section 25-04115-00-RS-(Estimated Township cost \$1, 353,606.86, No County cost); Per lowest responsible bid.

<b>RESULT:</b>	APPROVED AND SENT TO FINANCE
<b>MOVER:</b>	Paula Garcia
<b>SECONDER:</b>	Lucy Evans

## 9. DISCUSSION

No remarks were offered.

## 10. INFORMATIONAL

### 10.A. [TE-P-0008-25](#)

Recommendation for the approval of a contract to Accela, Inc., for annual subscription service for Accela Velosimo Connect Enterprise for Bluebeam and Citizen Access and Civic Platform for Building & Zoning, Public Works, Stormwater, and Transportation, for the period of June 23, 2025 through June 22, 2029, for a contract total amount not to exceed \$1,144,575.00. Per 55 ILCS 5/5-1022(c) not suitable for competitive bids. (Sole Source - Proprietary Software Maintenance and Support)

<b>RESULT:</b>	ACCEPTED AND PLACED ON FILE
<b>MOVER:</b>	Paula Garcia
<b>SECONDER:</b>	Jim Zay

### 10.B. Hinsdale Lake Terrace quarterly report

John Loper gave the quarterly report on the Hinsdale Lake Terrace Rideshare Access Pilot Program. In January, more than 100 people enrolled in the program and today there are about 230. Ridership trends have been increasing beyond expectations, tripling between January and March with 2400 rides in March alone. He stated that the average cost of the rides is about \$15 and that the majority of the rides were destined for IL 83 in Willowbrook and the 75th Street

corridor. In addition, he mentioned that many rides were destined for Hinsdale South High School. Mr. Loper then discussed the annual budget and invoicing to date. Discussion with the committee ensued with questions about funding, next steps and modifications to the program. Committee requested further information from staff to be considered at a future meeting.

**11. OLD BUSINESS**

Transportation Director Stephen Travia updated the committee on Rebuild Illinois Funding.

**12. NEW BUSINESS**

No new business was discussed.

**13. ADJOURNMENT**

With no further business, the meeting was adjourned at 10:39 AM.



## Transportation Resolution

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

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**File #:** DT-R-0018-25

**Agenda Date:** 6/17/2025

**Agenda #:** 8.A.

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RESOLUTION TO RESCIND DT-P-0017-25  
ISSUED TO OZINGA READY MIX CONCRETE, INC.  
TO FURNISH AND DELIVER PORTLAND CEMENT CONCRETE  
AS NEEDED FOR THE DIVISION OF TRANSPORTATION AND PUBLIC WORKS  
(CONTRACT TOTAL NOT TO EXCEED \$75,000.00)

WHEREAS, on March 25, 2025, the DuPage County Board approved DT-P-0017-25 for a contract purchase order to Ozinga Ready Mix Concrete, Inc., to furnish and deliver Portland Cement concrete, as needed, for the Division of Transportation and Public Works, for the one-year period, April 1, 2025, through March 31, 2026, for the Division of Transportation and Public Works; and

WHEREAS, the awarded vendor is unable to meet all of the qualifications on the original bid #25-014-DOT.

NOW, THEREFORE, BE IT RESOLVED, by the DuPage County Board that Resolution DT-P-0017-25, dated June 24, 2025, shall be and is hereby repealed and rescinded in its entirety effective immediately.

Enacted and approved this 24th day of June, 2025 at Wheaton, Illinois.

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DEBORAH A. CONROY, CHAIR  
DU PAGE COUNTY BOARD

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

JEAN KACZMAREK, COUNTY CLERK





## Transportation Resolution

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

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**File #:** DT-R-0019-25

**Agenda Date:** 6/17/2025

**Agenda #:** 8.B.

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ANNUAL FINANCIAL COMMITMENT IN SUPPORT OF THE CHICAGO  
METROPOLITAN AGENCY FOR PLANNING  
TO CONSOLIDATE PLANNING OF LAND USE AND TRANSPORTATION FOR  
THE SEVEN COUNTIES OF NORTHEASTERN ILLINOIS  
(COUNTY COST \$79,263.00)

WHEREAS, in 2005 the State of Illinois created the Chicago Metropolitan Agency for Planning (hereinafter referred to as CMAP) to consolidate planning of land use and transportation for the seven counties of northeastern Illinois; and

WHEREAS, CMAP continues to work with all units of local government on regional planning initiatives, including transportation, and promotes a unifying sense of the region's future land use in all its forms, and recognizes and supports local authority for decisions about land use; and

WHEREAS, when the Legislature approved State funding for CMAP, it identified that the local region must also have a commitment in the support of CMAP; and

WHEREAS, under the current federal infrastructure bill the region is expected to receive additional formula funding as well as access to new competitive grant programs; and

WHEREAS, CMAP serves a crucial role in programming federal funds, performing local and regional traffic modeling and forecasting, conducting analyses on behalf of constituent communities, assisting the region with coordination of major capital projects and the regional transportation improvement program, and supports local and county level complete street, infrastructure condition, environmental and safety planning; and

WHEREAS, the current DuPage County commitment is \$79,263.00.

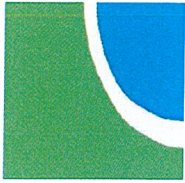
NOW, THEREFORE, BE IT RESOLVED that the County of DuPage supports the Chicago Metropolitan Agency for Planning with a \$79,263.00 (SEVENTY-NINE THOUSAND TWO HUNDRED AND SIXTY-THREE AND NO/100 DOLLARS) payment to promote planning of land use and transportation for the seven counties of northeastern Illinois.

Enacted and approved this 24th day of June 2025, at Wheaton, Illinois

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DEBORAH A. CONROY, CHAIR  
DU PAGE COUNTY BOARD

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



Chicago Metropolitan  
Agency for Planning

433 West Van Buren Street - Suite 450  
Chicago, IL 60607

(312) 454-0400  
cmap.illinois.gov

To: DUPAGE COUNTY  
DIVISION OF TRANSPORTATION JTK  
ADMINISTRATION BUILDING, #2-300 421 N COUNTY  
FARM ROAD  
WHEATON, IL 60187-2553

Number	2025MUN-00002
Invoice date	11/6/2024
Due date	2/4/2025

Description	Amount
FY 2025 Local Contribution	79,263.00

**Total:** \$79,263.00

Please remit payment electronically to:

Chicago Metropolitan Agency for Planning

**Signature on file**

If paying by check, please send to:  
Chicago Metropolitan Agency for Planning  
Attn: Ashley Ward  
433 West Van Buren Street, Suite 450  
Chicago, IL 60607

Thank you!

# SPECIAL PURCHASE REQUISITION, DU PAGE COUNTY, ILLINOIS

*2/2*  
kbc

WHEATON, ILLINOIS 60187

PURCHASE ORDER NO.

REQUISITIONING AGENCY

SHIP TO ADDRESS

RESOLUTION NUMBER

DuPage County Division of Transportation

Same

NAME

NAME

421 N. County Farm Road

ADDRESS

ADDRESS

06/09/2025

Wheaton, IL 60187

CITY, STATE, ZIP

CITY, STATE, ZIP

DATE

PL			COMPANY			VENDOR NUMBER		EXPIRATION DATE		LAST INVOICE DATE		FOB	
						12600		11/30/2025				Wheaton, IL	
FY-ACCT UNIT-ACCT CODE-ACT CODE			QUANTITY	UNIT OF PURCHASE	ITEM CODE	DESCRIPTION COMMODITY / CONTRACT					UNIT PRICE	EXTENSION	
1500-3500-53700						Annual financial commitment in support of CMAP to consolidate						79,263.00	
						planning of land use and transportation for the seven counties of							
						northeastern Illinois.							
											TOTAL	\$79,263.00	

VENDOR

Chicago Metropolitan Agency of Planning 233 S. Wacker Drive, Suite 800, Chicago, IL 60606

COMMITTEE APPROVAL

DATE

Transportation

06/17/25

County Board

06/24/25

HEADER COMMENTS

\*\*\*DOT-2025 CMAP Planning Asst \*\*\*

Signature on file

DEPARTMENT APPROVAL

DATE

*6/9/25*

FORM PR770 REV. 1193



## Transportation Resolution

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

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**File #:** DT-R-0020-25

**Agenda Date:** 6/17/2025

**Agenda #:** 8.C.

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### RESOLUTION TO ADOPT THE DUPAGE COUNTY SAFETY ACTION PLAN

WHEREAS, the Chicago Metropolitan Agency for Planning (CMAP) has undertaken a federally funded project to develop Safety Action Plans for each of the Chicagoland counties as part of the federal Safe Streets for All program; and

WHEREAS, the DuPage County Safety Action Plan (hereinafter "Safety Action Plan") was developed in collaboration with CMAP's consultant, the DuPage County Division of Transportation, representatives of various county departments, and other stakeholders with a role in safety for roadway users; and

WHEREAS, crashes that result in death or serious injury are not inevitable but largely preventable, and steps can be taken by using a proactive approach that prioritizes traffic safety and treats severe crashes as a public health issue; and

WHEREAS, on average 44 people die each year in DuPage County as a result of a traffic crash, with more than 340 sustaining a serious injury requiring hospitalization; and

WHEREAS, the Safety Action Plan provides a framework to support the reduction and elimination of fatal and serious injury traffic crashes, which promotes the quality of life and opportunity for the residents and visitors of DuPage County; and

WHEREAS, it is the role of government to do its part to serve and protect the populace; and

WHEREAS, the Illinois Department of Transportation (IDOT), through its Strategic Highway Safety Plan, has the goal of eliminating roadway fatalities in the State of Illinois; and

WHEREAS, DuPage County has demonstrated a strong commitment to prioritizing roadway safety for all users through its Long-Range Transportation Plan, ongoing Capital Improvement Program and through the development of the Safety Action Plan; and

WHEREAS, the Safety Action Plan recognizes that eliminating fatal crashes in DuPage County will require a comprehensive Safe Systems Approach that acknowledges human error and vulnerability, emphasizing the need for protective road infrastructure, effective speed management, and post-crash care; and

WHEREAS, DuPage County, through its Division of Transportation, is prepared to accept the Safe Systems Approach, setting an example that other roadway jurisdictions can follow; and

WHEREAS, the Safety Action Plan acknowledges that reducing and eliminating fatal traffic crashes will require the continued support of the County's Health Department, Sheriff's Office, State's Attorney Office, and municipal partners; and

WHEREAS, the support of residents, business owners, students, and visitors to DuPage County, acting as individuals and collectively through neighborhood or advocacy organizations, will be important to improve the safety, comfort, and usability of roads and streets for all users; and

WHEREAS, the DuPage County Division of Transportation will collaborate with IDOT on incorporating elements of the Safety Action Plan into future projects to enhance the safety of all road users; and

WHEREAS, the Safety Action Plan will serve as a framework and a resource for DuPage County and all its municipalities in their efforts to develop projects and initiatives that incorporate safe systems strategies and support the collective effort to reduce and eliminate traffic deaths; and

WHEREAS, adopting the Safety Action Plan will allow DuPage County and its municipalities to be eligible for a wider range of federal safety grants, thereby reducing the burden on local taxpayers to implement safety countermeasures as part of projects and initiatives.

NOW, THEREFORE BE IT RESOLVED, by this County Board of DuPage County, Illinois, that it hereby adopts the DuPage County Safety Action Plan and supports the efforts of the various county departments, including the Division of Transportation, to develop projects and initiatives that support the elimination of fatal crashes on the county transportation system; and

BE IT FURTHER RESOLVED, that the DuPage County Clerk shall submit a copy of this Resolution and the Safety Action Plan to all local and regional transportation agencies, and DuPage County communities, by and through the DuPage County Division of Transportation.

BE IT FURTHER RESOLVED, that the County Clerk transmit an original of this Resolution to the Authority, by and through the Division of Transportation.

Enacted and approved this 24th day of June, 2025 at Wheaton, Illinois.

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DEBORAH A. CONROY, CHAIR  
DU PAGE COUNTY BOARD

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



## Budget Transfer

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

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**File #:** 25-1503

**Agenda Date:** 6/17/2025

**Agenda #:** 9.A.

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228  
kbc

DuPage County, Illinois  
BUDGET ADJUSTMENT  
Effective January 1, 2025

From: 1500  
Company #

DOT MAINTENANCE/OPS  
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	
3510	50080		SALARY & WAGE ADJUSTMENTS	\$ 200.00	157,887.00	157,687.00	5/30/25
Total				\$ 200.00			

To: 1500  
Company #

DOT MAINTENANCE/OPS  
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	
3510	51080		WEARING APPAREL REIMBURSEMENT	\$ 200.00	(200.00)	0	5/30/25
Total				\$ 200.00			

Reason for Request:

Funds needed for the inclusion of the Highway Operation Supervisors receiving the wearing apparel reimbursement of \$800.00 ea per the new union contract terms.

Signature on file  
Department Head

Signature on file

5-30-25  
Date

6/2/25  
Date

Activity

(optional)

Chief Financial Officer

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

Finance Department Use Only			
Fiscal Year <u>25</u>	Budget Journal # _____	Acctg Period _____	
Entered By/Date _____	Released & Posted By/Date _____		

DOT - 6/17/25  
FIN/CB - 6/24/25





## Budget Transfer

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

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**File #:** 25-1504

**Agenda Date:** 6/17/2025

**Agenda #:** 9.B.

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228  
abc

DuPage County, Illinois  
BUDGET ADJUSTMENT  
Effective January 1, 2025

From: 1500  
Company #

DOT FLEET SERVICE  
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	
3520	50080		SALARY & WAGE ADJUSTMENTS	\$ 400.00	33,060.00	32,660.00	5/30/25
Total				\$ 400.00			

To: 1500  
Company #

DOT FLEET SERVICE  
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	
3520	51080		WEARING APPAREL REIMBURSEMENT	\$ 400.00	(400.00)	0	5/30/25
Total				\$ 400.00			

Reason for Request:

Funds needed for the inclusion of the Fleet Supervisor receiving the wearing apparel reimbursement of \$800.00 per the new union contract terms.

Signature on file  
Signature on file

5-30-25  
Date  
6/2/25  
Date

Activity

(optional)

Chief Financial Officer

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

Finance Department Use Only			
Fiscal Year	25	Budget Journal #	Acctg Period
Entered By/Date		Released & Posted By/Date	

DOT - 6/17/25  
FIN/CB - 6/24/25

OK



## Transportation Requisition under \$30,000

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

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**File #:** 25-1473

**Agenda Date:** 6/17/2025

**Agenda #:** 10.A.

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

### SECTION 1: DESCRIPTION

General Tracking		Contract Terms	
FILE ID#: 25-1473	RFP, BID, QUOTE OR RENEWAL #: #25-068-DOT	INITIAL TERM WITH RENEWALS: 1 YR + 3 X 1 YR TERM PERIODS	INITIAL TERM TOTAL COST: \$30,000.00
COMMITTEE: TRANSPORTATION	TARGET COMMITTEE DATE: 06/17/2025	PROMPT FOR RENEWAL: 3 MONTHS	CONTRACT TOTAL COST WITH ALL RENEWALS: \$120,000.00
	CURRENT TERM TOTAL COST: \$30,000.00	MAX LENGTH WITH ALL RENEWALS: FOUR YEARS	CURRENT TERM PERIOD: INITIAL TERM
Vendor Information		Department Information	
VENDOR: Shorewood Home & Auto	VENDOR #:	DEPT: Division of Transportation	DEPT CONTACT NAME: Roula Eikosidekas
VENDOR CONTACT: Kale Martin	VENDOR CONTACT PHONE: 815-741-2941	DEPT CONTACT PHONE #: 630-407-6920	DEPT CONTACT EMAIL: roula.eikosidekas@dupagecounty.gov
VENDOR CONTACT EMAIL: kale@shorewoodhomeandauto.com	VENDOR WEBSITE:	DEPT REQ #: 25-1500-57	
Overview			
DESCRIPTION Identify scope of work, item(s) being purchased, total cost and type of procurement (i.e., lowest bid, RFP, renewal, sole source, etc.).  Recommendation for the approval of a contract purchase order to Shorewood Home & Auto, to furnish and deliver genuine John Deere OEM repair and replacement parts on an as-needed basis for the Division of Transportation, for the period June 24, 2025 through June 30, 2026, for a total contract amount of \$30,000.00; per lowest responsible bid #25-068-DOT.			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished  To purchase genuine John Deere OEM parts to repair County owned and operated vehicles.			

### SECTION 2: DECISION MEMO REQUIREMENTS

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

### SECTION 3: DECISION MEMO

SOURCE SELECTION	Describe method used to select source.
RECOMMENDATION AND TWO ALTERNATIVES	Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request, including status quo, (i.e., take no action).

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

SECTION 5: Purchase Requisition Information			
<i>Send Purchase Order To:</i>		<i>Send Invoices To:</i>	
Vendor: Shorewood Home & Auto	Vendor#:	Dept: Division of Transportation	Division: Accounts Payable
Attn: Kale Martin	Email: kale@shorewoodhomeandauto.com	Attn: Kathy Curcio	Email: DOTFinance@dupagecounty.gov
Address: 1002 W Jefferson Street	City: Shorewood	Address: 421 N. County Farm Road	City: Wheaton
State: IL	Zip: 60404	State: IL	Zip: 60187
Phone: 815-741-2941	Fax:	Phone: 630-407-6900	Fax:
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Shorewood Home & Auto	Vendor#:	Dept: Division of Transportation	Division: Fleet Department
Attn:	Email:	Attn: William Bell	Email: william.bell@dupagecounty.gov
Address: same as above.	City:	Address: 180 N. County Farm Road	City: Wheaton
State:	Zip:	State: IL	Zip: 60187
Phone:	Fax:	Phone: 630-407-6931	Fax:
<b>Shipping</b>		<b>Contract Dates</b>	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Jun 24, 2025	Contract End Date (PO25): Jun 30, 2026

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		John Deere OEM Parts	FY25	1500	3520	52250		15,000.00	15,000.00
2	1	EA		John Deere OEM Parts	FY26	1500	3520	52250		15,000.00	15,000.00
<b><i>FY is required, ensure the correct FY is selected.</i></b>										Requisition Total	\$ 30,000.00

Comments	
HEADER COMMENTS	Provide comments for P020 and P025.  To furnish and deliver John Deere OEM parts for DOT Fleet.
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO.  Email Approved PO to: Kale Martin, William Bell, Roula Eikosidekas and Mike Figuray.
INTERNAL NOTES	Provide comments for department internal use (not for P020 and P025). Comments will not appear on PO.  see above.
APPROVALS	Department Head signature approval for procurements under \$15,000. Procurement Officer Approval for ETSB.



THE COUNTY OF DUPAGE  
FINANCE - PROCUREMENT  
JOHN DEERE GENUINE OEM PARTS 25-068-DOT  
BID TABULATION



NO.	ITEM	EST. VALUE	Shorewood Home and Auto		West Side Tractor Sales Co.	
			MARK-UP OR DISCOUNT	EXTENDED PRICE	MARK-UP OR DISCOUNT	EXTENDED PRICE
1	Specialty Tractor Parts	\$20,000	-5%	\$ 19,000.00	0%	\$ 20,000.00
2	Zero Turn and Turf Mower Parts	\$10,000	-5%	\$ 9,500.00	0%	\$ 10,000.00
3	Gator and Utility Vehicle Parts	\$5,000	-5%	\$ 4,750.00	0%	\$ 5,000.00
4	John Deere Engine Parts	\$5,000	-5%	\$ 4,750.00	0%	\$ 5,000.00
5	All other John Deere OEM Parts in Bidder's catalog	\$5,000	-5%	\$ 4,750.00	0%	\$ 5,000.00
GRAND TOTAL				\$ 42,750.00		\$ 45,000.00

NOTES
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Bid Opening 5/29/2025 @ 2:30 PM	BR, HK
Invitations Sent	29
Total Vendors Requesting Documents	1
Total Bid Responses	2

## BID PRICING FORM

### **Section I: Contact Information**

Please complete the contact information below.

BID NUMBER:	25-068-DOT
COMPANY NAME:	Shorewood Home and Auto
CONTACT PERSON:	Kale Martin
CONTACT EMAIL:	kale@shorewoodhomeandauto.com

### **Section II: Pricing**

Parts are to be shipped F.O.B. Destination.

NO.	ITEM	EST. VALUE	MARK-UP or DISCOUNT	EXTENDED PRICE
1	Specialty Tractor Parts	\$20,000	5 %	\$ 19,000
2	Zero Turn and Turf Mower Parts	\$10,000	5 %	\$ 9,500
3	Gator and Utility Vehicle Parts	\$5,000	5 %	\$ 4750
4	John Deere Engine Parts	\$5,000	5 %	\$ 4750
5	All other John Deere OEM Parts in Bidder's catalog	\$5,000	5 %	\$ 4750
GRAND TOTAL				\$ 42,750
GRAND TOTAL (In words) Forty Two Thousand Seven Hundred Fifty				

### **Section III: Certification**

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

Printed Name: Kale Martin Signature: Signature on file

Title: Manager Date: 5/28/25





## MANDATORY FORM

### **Section I: Contact Information**

Complete the contact information below.

BID NUMBER:	25-068-DOT
COMPANY NAME:	Shorewood Home and Auto, Inc.
MAIN ADDRESS:	1002 West Jefferson Street
CITY, STATE, ZIP CODE:	Shorewood, IL 60404
TELEPHONE NO.:	815-741-2941
BID CONTACT PERSON:	Kale Martin
CONTACT EMAIL:	kale@shorewoodhomeandauto.com

### **Section II: Contract Administration Information**

Complete the contract administration information below.

CORRESPONDENCE TO CONTRACTOR:		REMIT TO CONTRACTOR:	
NAME:	Shorewood Home and Auto	NAME:	
CONTACT:	Kale Martin	CONTACT:	
ADDRESS:	1002 West Jefferson Street	ADDRESS:	
CITY, ST., ZIP:	Shorewood, IL 60404	CITY, ST., ZIP:	
PHONE NO.:	815-741-2941	PHONE NO.:	
EMAIL:	kale@shorewoodhomeandauto.com	EMAIL:	

### **Section III: Certification**

The undersigned certifies that they are:

☐ The Owner or Sole  
Proprietor

☐ A Member authorized to  
sign on behalf of the  
Partnership

☒ An Officer of the  
Corporation

☐ A Member of the Joint  
Venture

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

Marc Moyer

(President or Partner)

(Vice-President or Partner)

(Secretary or Partner)

(Treasurer or Partner)

Further, the undersigned declares that the only person or parties interested in this bid as principals are those named herein; that this bid is made without collusion with any other person, firm or corporation; that he has fully examined the proposed forms of agreement and the contract specifications for the above designated purchase, all of which are on file in the office of the Procurement Officer, DuPage County, 421 North County Farm Road, Wheaton, Illinois 60187, and all other documents referred to or mentioned in the contract documents, specifications and attached exhibits, including Addenda No. \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_ issued thereto.

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

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

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

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

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

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

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

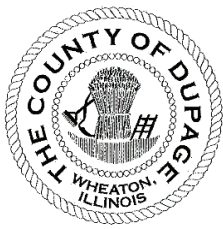
By signing below, the Bidder agrees to the terms of this Mandatory Form and certifies that the information on this form is true and correct to the best of its knowledge.

Printed Name: Kale Martin

Signature: \_\_\_\_\_ **Signature on file**

Title: Manager

Date: 5/28/25



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

## REQUIRED VENDOR ETHICS DISCLOSURE STATEMENT

### **Section I: Contact Information**

Please complete the contact information below.

BID NUMBER:	25-068-DOT
COMPANY NAME:	Shorewood Home and Auto
CONTACT PERSON:	Kale Martin
CONTACT EMAIL:	kale@shorewoodhomeandauto.com

### **Section II: Procurement Ordinance Requirements**

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

Has the Bidder made contributions as described above?

- ☐ Yes  
☒ No

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

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

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

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

☐ Yes

☒ No

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

NAME	PHONE	EMAIL
n/a		

### **Section III: Violations**

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

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

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

[Ethics | DuPage Co, IL](#)

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

[ARTICLE VI. - PROCUREMENT | Code of Ordinances | DuPage County, IL | Municode Library](#)

### **Section IV: Certification**

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

Printed Name: Kale Martin

Signature:

Signature on file

Title: manager

Date: 5/28/25



## Transportation Requisition \$30,000 and Over

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

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**File #:** DT-P-0038-25

**Agenda Date:** 6/17/2025

**Agenda #:** 10.B.

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AWARDING RESOLUTION  
ISSUED TO ELMHURST CHICAGO STONE, LLC  
TO PROVIDE PORTLAND CEMENT CONCRETE AS NEEDED  
FOR THE DIVISION OF TRANSPORTATION & PUBLIC WORKS DEPARTMENT  
(CONTRACT TOTAL NOT TO EXCEED \$64,000.00)

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

WHEREAS, the lowest responsible bidder has been designated and the Transportation Committee recommends County Board approval for the issuance of a contract to Elmhurst Chicago Stone, LLC, to provide Portland Cement concrete, as needed for the Division of Transportation and Public Works Department, for the period June 24, 2025 through March 31, 2026.

NOW, THEREFORE, BE IT RESOLVED that said contract to provide Portland Cement concrete, as needed for the Division of Transportation and Public Works Department, for the period June 24, 2025 through March 31, 2026, is hereby approved for issuance to Elmhurst Chicago Stone, LLC, 400 West First Street, Elmhurst, Illinois 60126, for a contract total not to exceed \$64,000.00, per lowest responsible bid #25-067-DOT.

Enacted and approved this 24th day of June, 2025 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#: 25-1475	RFP, BID, QUOTE OR RENEWAL #: #25-067-DOT	INITIAL TERM WITH RENEWALS: 1 YR + 3 X 1 YR TERM PERIODS	INITIAL TERM TOTAL COST: \$64,000.00
COMMITTEE: TRANSPORTATION	TARGET COMMITTEE DATE: 06/17/2025	PROMPT FOR RENEWAL: 3 MONTHS	CONTRACT TOTAL COST WITH ALL RENEWALS: \$256,000.00
	CURRENT TERM TOTAL COST: \$64,000.00	MAX LENGTH WITH ALL RENEWALS: FOUR YEARS	CURRENT TERM PERIOD: INITIAL TERM
Vendor Information		Department Information	
VENDOR: Elmhurst Chicago Stone, LLC	VENDOR #: 10031	DEPT: Division of Transportation	DEPT CONTACT NAME: Roula Eikosidekas
VENDOR CONTACT: James Jones	VENDOR CONTACT PHONE: 630-449-3730	DEPT CONTACT PHONE #: 630-407-6920	DEPT CONTACT EMAIL: roula.eikosidekas@dupagecounty.gov
VENDOR CONTACT EMAIL: jonesj@ecstone.com	VENDOR WEBSITE:	DEPT REQ #: 25-1500-58	
Overview			
DESCRIPTION Identify scope of work, item(s) being purchased, total cost and type of procurement (i.e., lowest bid, RFP, renewal, sole source, etc.).			
Recommendation for the approval of a contract to Elmhurst Chicago Stone, LLC., to provide Portland Cement Concrete on an as-needed basis for the Division of Transportation and Department of Public Works, for the period of June 24, 2025 through March 31, 2026, for a combined contract total not to exceed \$64,000.00 (Division of Transportation \$50,000 / Public Works \$14,000); per lowest responsible bid #25-067-DOT.			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished			
To provide concrete for the maintenance and repair of of County owned roadways, sidewalks and trails.			

### SECTION 2: DECISION MEMO REQUIREMENTS

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

### SECTION 3: DECISION MEMO

SOURCE SELECTION	Describe method used to select source.
RECOMMENDATION AND TWO ALTERNATIVES	Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request, including status quo, (i.e., take no action).

## SECTION 4: SOLE SOURCE MEMO/JUSTIFICATION

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

## SECTION 5: Purchase Requisition Information

<i>Send Purchase Order To:</i>		<i>Send Invoices To:</i>	
Vendor: Elmhurst Chicago Stone, LLC	Vendor#: 10031	Dept: Division of Transportation	Division: Accounts Payable
Attn: James Jones	Email: jonesj@ecstone.com	Attn: Kathy Curcio	Email: DOTFinance@dupagecounty.gov
Address: 400 West First Street	City: Elmhurst	Address: 421 N. County Farm Road	City: Wheaton
State: IL	Zip: 60126	State: IL	Zip: 60187
Phone:	Fax:	Phone: 630-407-6900	Fax:
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Elmhurst Chicago Stone, LLC	Vendor#: 10031	Dept: Division of Transportation	Division: Hwy Maintenance
Attn:	Email:	Attn: Jason Walsh	Email: jason.walsh@dupagecounty.gov
Address: same as above.	City:	Address: 140 N. County Farm Road	City: Wheaton
State:	Zip:	State: IL	Zip: 60187
Phone:	Fax:	Phone: 630-407-6925	Fax:
<b>Shipping</b>		<b>Contract Dates</b>	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Jun 24, 2025	Contract End Date (PO25): Mar 31, 2026

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		DOT - Portland Cement Concrete	FY25	1500	3510	52270		49,000.00	49,000.00
2	1	EA		DOT - Portland Cement Concrete	FY26	1500	3510	52270		1,000.00	1,000.00
3	1	EA		PW - Portland Cement Concrete	FY25	2000	2665	52270		5,000.00	5,000.00
4	1	EA		PW - Portland Cement Concrete	FY25	2000	2640	52270		2,000.00	2,000.00
5	1	EA		PW - Portland Cement Concrete	FY26	2000	2665	52270		5,000.00	5,000.00
6	1	EA		PW - Portland Cement Concrete	FY26	2000	2640	52270		2,000.00	2,000.00
<b><i>FY is required, ensure the correct FY is selected.</i></b>										Requisition Total	\$ 64,000.00

Comments	
HEADER COMMENTS	Provide comments for P020 and P025.  To provide Portland Cement Concrete for DOT & PW.
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO.  Email Approved PO to: James Jones, Jason Walsh, David Koehler, Mike Figuray, Roula Eikosidekas and Drew Cormican.
INTERNAL NOTES	Provide comments for department internal use (not for P020 and P025). Comments will not appear on PO.  Elmhurst Chicago Stone will apply a fuel surcharge when diesel prices reach or exceeds \$3.75/gallon in the Chicago Metro Area.
APPROVALS	Department Head signature approval for procurements under \$15,000. Procurement Officer Approval for ETSB.





**THE COUNTY OF DUPAGE  
FINANCE - PROCUREMENT  
PORTLAND CEMENT  
CONCRETE 25-067-DOT  
BID TABULATION**



			Elmhurst Chicago Stone, LLC
NO.	ITEM	UOM	PRICE
1	Class SI Concrete (4.6) Bag Mix	CU YD	\$ 180.00
2	Class SI Concrete Special (6.1) Bag Mix	CU YD	\$ 181.00
3	High Early Mix (Class PP-1)	CU YD	\$ 188.00
4	CLSM Mix #3	CU YD	\$ 130.00
5	Calcium Chloride (1%)	CU YD	\$ 3.60
6	Calcium Chloride (2%)	CU YD	\$ 7.20
7	Retarder	CU YD	\$ 4.00
8	Super Plasticizer	CU YD	\$ 10.50
9	Fuel Surcharge	Per Load	\$ -
10	Environmental Surcharge	Per Load	\$ 3.00
11	2'x2'x6' Concrete Blocks	Block	NO BID
12	2'x2'x6' Concrete Corner Blocks	Block	NO BID
13	2'x2'x3' Concrete Blocks	Block	NO BID

**NOTES**

1) Elmhurst Chicago Stone, LLC will apply a fuel surcharge when diesel prices reach or exceed \$3.75/gallon in Chicago Metro area.

Bid Opening 6/3/25 @ 2:30 PM	SR, VC
Invitations Sent	432
Total Vendors Requesting Documents	3
Total Bid Responses	1

## BID PRICING FORM

### Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	25-067-DOT
COMPANY NAME:	<i>Elmhurst Chicago Stone LLC</i>
CONTACT PERSON:	<i>James Jones</i>
CONTACT EMAIL:	<i>Jones_J@ECSTONE.COM</i>

### Section II: Pricing

Bidders with multiple pickup locations shall provide an address, contact, and phone number for each location. If there are areas within DuPage County in which the Bidder is unable to deliver, Bidder must notate in the space provided below.

NO	ITEM	UOM	PRICE DELIVERED	PRICE
1	Class SI Concrete (4.6) Bag Mix	CU YD	\$ <i>180.00</i>	
2	Class SI Concrete Special (6.1) Bag Mix	CU YD	\$ <i>181.00</i>	
3	High Early Mix (Class PP-1)	CU YD	\$ <i>188.00</i>	
4	CLSM Mix #3	CU YD	\$ <i>130.00</i>	
5	Calcium Chloride (1%)	CU YD	\$ <i>3.60</i>	
6	Calcium Chloride (2%)	CU YD	\$ <i>7.20</i>	
7	Retarder	CU YD	\$ <i>4.00</i>	
8	Super Plasticizer	CU YD	\$ <i>10.50</i>	
9	Fuel Surcharge	Per Load	\$ <i>SEE CHART</i>	
10	Environmental Surcharge	Per Load	\$ <i>3.00</i>	
11	2'x2'x6' Concrete Blocks	Block		\$ <i>N/A</i>
12	2'x2'x6' Concrete Corner Blocks	Block		\$ <i>N/A</i>
13	2'x2'x3' Concrete Blocks	Block		\$ <i>N/A</i>

Minimum Load Charge: \$ \_\_\_\_\_ for orders under \_\_\_\_\_ yards of concrete. *SEE ATTACHMENT*

Wait time charged at: \$ *2.25* per minute after *6* minutes.

Winter Surcharge: \$ *10.00* per load between *NOV 15* and *Apr 15*.

\*Please identify any areas within DuPage County that you cannot deliver to:

---

---

CONCRETE BLOCK PICKUP LOCATION 1	
Address:	
City, State, Zip Code:	
Contact:	
Phone Number:	

CONCRETE BLOCK PICKUP LOCATION 2	
Address:	
City, State, Zip Code:	
Contact:	
Phone Number:	

**Section III: Certification**

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

Signature on file

Printed Name: James Jones Signature: (

Title: Authorized Agent Date: 5/29/2025



ELMHURST CHICAGO STONE LLC  
400 WEST FIRST ST ELMHURST, IL 60126

SALES: BOB 630-449-3741 JIM 630-449-3730

DISPATCH: CHERLY 630-449-3709 JENN 630-449-3703

QC MANAGER: PETE 630-449-3830

WEBSITE: ECSTONE.COM

DATE 6/3/2025  
EXPIRES 4/1/2026 Or Prior Notice

JOB NAME DUPAGE COUNTY - ATTACHMENT  
LOCATION

ITEM# 25-067-DOT

<u>YARD</u>	<u>CYDS</u>	<u>DESCRIPTION</u>	<u>COST/CYD</u>	<u>TOTAL</u>
-------------	-------------	--------------------	-----------------	--------------

#### PRICING

WRDA	\$3.00	PER CYD
SUPER PLASTICIZER	\$25.00	PER GAL
SUPER PLASTICIZER	\$10.50	PER CYD
NON-CHLORIDE ACC RECOVER	1/2% \$4.60 1% \$9.20 1 1/2% \$13.80 2% \$18.40	PER CYD
CALCIUM CHLORIDE	1/2% \$1.80 1% \$3.60 1 1/2% \$5.40 2% \$7.20	PER CYD
CALCIUM BAG	\$9.00	PER BAG
SINTA M2219 FIBERS	\$8.00	PER CYD 1LB BAG
SINTA F-19 FIBERS	\$8.00	PER CYD 1.5LB BAG
SINTA FDS2219 LIQUID FIBER	\$9.00	PER CYD
STRUX 90/40	\$8.00	PER LBS/CYD

#### TAX

ELMHURST 8.5%  
BARBERS CORNER 8.5%  
SOUTH ELGIN 7.0%  
KANEVILLE 7.0%

#### SURCHARGES

WINTER SERVICE	\$10.00	PER CYD NOV15 TO APR15
HOT WEATHER	\$25.00	PER CYD WHEN CONCRETE NEARS 90 DEGREES
ENVIRONMENTAL FEE	\$3.00	PER CYD
WAITING TIME	\$2.25	PER MIN AFTER 6 MIN PER CU. YD.
MIN. LOAD	6CY \$45 5CY \$85 4CY \$125 3CY \$165 2CY \$210 1CY \$250	PER LOAD
SPLIT LOAD CHARGE	\$85.00	
QC/QA CHARGE		PER CYD
SATURDAYS	\$90.00	PER LOAD IF PLANT IS OPEN, LOAD TILL NOON.
OVERTIME DELIVERY	\$10.00	PER CYD
COLOR WASHOUT	\$175.00	PER LOAD
SAT BATCHING CHARGE	\$5.00	PER CYD APPLIES FOR PICK-UP
LONG HAUL CHARGE	\$10.00	PER CYD ANYTHING OVER 30 MINUTES MAY APPLY
FUEL CHARGE		PER LOAD SEE CHART (WHEN DIESEL EXCEEDS \$3.75 PER GALLON)

#### TERMS AND CONDITIONS

Prices subject to change after 60 days or as stated on quote. Payment terms net 30 days. Hours of operation Monday Friday 6:00am - 4:00pm Saturday 6:00am - 12:00pm. Call for pricing for overtime delivery or plant charge after normal hours of operation. Late cancellation charges may apply. Elmhurst-Chicago Stone will strive to deliver materials in a timely manner but at times delays may occur. Elmhurst-Chicago Stone will not accept back charges for service issues. All quotes subject to cement, materials and trucking availability.

Need recycled aggregates, CCDD, or broken concrete dump? Contact your salesman for pricing!

January 1, 2025

Dear Valued Elmhurst-Chicago Stone Customers,

Elevated diesel fuel prices have continued to contribute to higher inbound raw materials delivery costs to Elmhurst-Chicago Stone plants and higher outbound finished product delivery costs to customer jobsites. As a result, please anticipate existing fuel surcharges to remain in effect in 2025 for all loads of delivered ready-mix concrete.

For your planning purposes, fuel surcharges are presented below based on a range of diesel fuel prices. Fuel surcharges will be in effect when diesel prices reach or exceed \$3.75 per gallon in Illinois Chicago metro as measured by AAA. Diesel prices will be reviewed and fuel surcharges will be reset each Friday effective for the following week.

Diesel Price Range	Ready-Mix Fuel Surcharge Per Load
\$3.75 \$4.00	\$5.00
\$4.01 \$4.25	\$10.00
\$4.26 \$4.50	\$15.00
\$4.51 \$4.75	\$20.00
\$4.76 \$5.00	\$25.00
\$5.01 \$5.25	\$30.00
\$5.26 \$5.50	\$35.00
\$5.51 \$5.75	\$40.00
\$5.76 \$6.00	\$45.00
\$6.01 \$6.25	\$50.00
\$6.26 \$6.50	\$55.00
\$6.51 \$6.75	\$60.00
\$6.76 \$7.00	\$65.00
additional \$0.25 increases	additional \$5.00 per load

<https://gasprices.aaa.com/state-gas-price-averages/>

We thank you for your business and for working with us as we navigate through this together.

Sincerely,

Elmhurst-Chicago Stone



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

## MANDATORY FORM

### Section I: Contact Information

Complete the contact information below.

BID NUMBER:	25-067-DOT
COMPANY NAME:	Elmhurst Chicago Stone LLC
MAIN ADDRESS:	400 WEST FIRST ST
CITY, STATE, ZIP CODE:	ELMHURST IL 60126
TELEPHONE NO.:	630-449-3730
BID CONTACT PERSON:	JAMES JONES
CONTACT EMAIL:	JONESJ@ECSTONE.COM

### Section II: Contract Administration Information

Complete the contract administration information below.

CORRESPONDENCE TO CONTRACTOR:		REMIT TO CONTRACTOR:	
NAME:	Elmhurst Chicago Stone LLC	NAME:	
CONTACT:	JAMES JONES	CONTACT:	
ADDRESS:	400 West First St	ADDRESS:	
CITY, ST., ZIP:	Elmhurst IL 60126	CITY, ST., ZIP:	
PHONE NO.:	630-449-3730	PHONE NO.:	
EMAIL:	JONESJ@ECSTONE.COM	EMAIL:	



### Section III: Certification

The undersigned certifies that they are:

☐ The Owner or Sole Proprietor

☐ A Member authorized to sign on behalf of the Partnership

☒ An Officer of the Corporation

☐ A Member of the Joint Venture

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

## Signature on file

\_\_\_\_\_  
(Vice-President or Partner)

\_\_\_\_\_  
(Secretary or Partner)

\_\_\_\_\_  
(Treasurer or Partner)

Further, the undersigned declares that the only person or parties interested in this bid as principals are those named herein; that this bid is made without collusion with any other person, firm or corporation; that he has fully examined the proposed forms of agreement and the contract specifications for the above designated purchase, all of which are on file in the office of the Procurement Officer, DuPage County, 421 North County Farm Road, Wheaton, Illinois 60187, and all other documents referred to or mentioned in the contract documents, specifications and attached exhibits, including Addenda No. 1, 25-067-08T, and 5/22 issued thereto.

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

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

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

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

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

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

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

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

Printed Name: JAMES JUNG

## Signature on file

Sign \_\_\_\_\_

Title: Authorized Agent

Date: 5/29/2025





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

## REQUIRED VENDOR ETHICS DISCLOSURE STATEMENT

### Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	25-067-DOT
COMPANY NAME:	ELMHURST CHICAGO STONE LLC
CONTACT PERSON:	JAMES JONES
CONTACT EMAIL:	JONES@ELMSTONE.COM

### Section II: Procurement Ordinance Requirements

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

Has the Bidder made contributions as described above?

☒ Yes

☐ No

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

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



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

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

☐ Yes

☒ No

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

NAME	PHONE	EMAIL

### **Section III: Violations**

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

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

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

[Ethics | DuPage Co, IL](#)

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

[ARTICLE VI. - PROCUREMENT | Code of Ordinances | DuPage County, IL | Municode Library](#)

### **Section IV: Certification**

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

Printed Name: James Jones

Signature **Signature on file**

Title: Authorized Agent

Date: 5/29/2025

5/28/2025 9:37:51 AM  
 Program: GLPRTRX

General Ledger Report  
 Company: Elmhurst Chicago Stone LLC

Page 1  
 Session: 182791 JMATEAS

In Sequence By G/L Group, G/L Account  
 Account 5425 only  
 Sub-Account 0000 only  
 Facility 0100 only  
 Summarized by Description  
 Year beginning 5/11/2025  
 For the period 1/1/2025 thru 5/27/2025  
 Includes UNPOSTED transactions

ATTACHMENT

P1

G/L Account	Account Name	Trans.	Src	Doc	Opening	Debit	Credit	Closing
Transaction Description		Date	Code	Number	Balance	Amount	Amount	Balance
Group ADMIN EXP	Administrative Expenses							
5425-0000-0100	Political Donations							
		1/1/2025			.00			
	CITIZENS TO ELECT JIM ZAY	1/10/2025	AP			1,000.00	.00	
	RECEPTION							
	FRIENDS FOR ANTHONY PACILLI	1/16/2025	AP			500.00	.00	
	RECEPTION							
	FRIENDS FOR JOHN T DABROWSKI	1/20/2025	AP			200.00	.00	
	Reception							
	SIGNATURE BANK (ECS LLC)	1/31/2025	AP	99022025		1,000.00	.00	
	Donation							
	CITIZENS ELECT MICHAEL MUSSON	2/10/2025	AP			250.00	.00	
	RECEPTION							
	UNITED ADDISON	2/14/2025	AP			600.00	.00	
	RECEPTION							
	ROBERT BOSWORTH	2/15/2025	AP			300.00	.00	
	expense							
	ADDISON TWP REPUBLICAN ORGANIZ	2/17/2025	AP			200.00	.00	
	RECEPTION							
	FRIENDS OF JOHN W VALLE	2/25/2025	AP			200.00	.00	
	Reception							
	LISLE TWP REPL CANDIDATES	3/3/2025	AP			250.00	.00	
	Fundraiser							
	FRIENDS OF JOHN MONINO	3/16/2025	AP			100.00	.00	
	fundraiser							
	CITIZENS FOR DENNIS REBOLETTI	3/17/2025	AP			250.00	.00	
	RECEPTION							
	MENDRICK FOR GOVERNOR	3/26/2025	AP			500.00	.00	
	FUNDRAISER							
	FRIENDS OF DEB CONROY	5/20/2025	AP			1,000.00	.00	
	DONOR							
Total Account 5425-0000-0100		5/27/2025						6,350.00DB
Total Group ADMIN EXP		5/27/2025						6,350.00DB
Grand Total					.00	6,350.00	.00	6,350.00DB
Net Difference							6,350.00DB	



## Change Order

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

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**File #:** 25-1474

**Agenda Date:** 6/17/2025

**Agenda #:** 11.A.

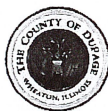
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Consent

Consent  
DOT 6/17  
CB 6/24

kbc



# Request for Change Order

## Procurement Services Division

Attach copies of all prior Change Orders

Date: Jun 4, 2025

MinuteTraq (IQM2) ID #:

<b>Purchase Order #:</b> 6853-1-SERV	<b>Original Purchase Order Date:</b> Jan 23, 2024	<b>Change Order #:</b> 3	<b>Department:</b> Division of Transportation
<b>Vendor Name:</b> Alfred Benesch and Co		<b>Vendor #:</b> 10752	<b>Dept Contact:</b> Kathleen Black Curcio
<b>Background and/or Reason for Change Order Request:</b>	Professional Construction Engineering Services, Geneva Road bridge over the West Branch DuPage River. Section Number 18-00206-10-BR Revised Exhibit C		
<b>IN ACCORDANCE WITH 720 ILCS 5/33E-9</b>			

- ☐ (A) Were not reasonably foreseeable at the time the contract was signed.
- ☐ (B) The change is germane to the original contract as signed.
- ☒ (C) Is in the best interest for the County of DuPage and authorized by law.

INCREASE/DECREASE		
A	Starting contract value	\$859,364.00
B	Net \$ change for previous Change Orders	
C	Current contract amount (A + B)	\$859,364.00
D	Amount of this Change Order <input type="checkbox"/> Increase <input type="checkbox"/> Decrease	
E	New contract amount (C + D)	\$859,364.00
F	Percent of current contract value this Change Order represents (D / C)	0.00%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	0.00%
<b>DECISION MEMO NOT REQUIRED</b>		

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

DECISION MEMO REQUIRED	
<input type="checkbox"/> Increase (greater than 29 days) contract expiration from: _____ to: _____	
<input type="checkbox"/> Increase ≥ \$2,500.00, or ≥ 10%, of current contract amount <input type="checkbox"/> Funding Source _____	
<input type="checkbox"/> OTHER - explain below:	

kbc	6892	Jun 4, 2025	<i>[Signature]</i>	6910	6/4/25
Prepared By (Initials)	Phone Ext	Date	Recommended for Approval (Initials)	Phone Ext	Date
REVIEWED BY (Initials Only)					
Buyer		Date	Procurement Officer		Date
					6/9/2025
Chief Financial Officer (Decision Memos Over \$25,000)		Date	Chairman's Office (Decision Memos Over \$25,000)		Date

## EXHIBIT C

**DUPAGE COUNTY DIVISION OF TRANSPORTATION**  
**Consultant Employee Rate Listing**

**CONSULTANT:** Alfred Benesch & Company

**PROJECT:** Geneva Road over the West Branch of DuPage River Bridge Reconstruction

Classification	Rate Range		Reason for Adjustment/Addition/Deletion
	Minimum	Maximum	
Project Principal	\$78.00	\$86.00	
Senior Project Manager	\$77.00	\$86.00	
Senior Construction Project Manager	\$75.00	\$86.00	
Construction Project Manager II	\$66.00	\$86.00	
Construction Project Manager I	\$57.00	\$70.00	
Construction Representative III	\$45.00	\$52.00	
Construction Representative II	\$41.00	\$48.00	
Construction Representative I	\$37.00	\$43.00	
Survey Manager	\$60.00	\$75.00	
Survey Specialist II	\$43.00	\$65.00	Rate adjustment to maximum
Technical Specialist	\$30.00	\$40.00	
Construction Manager II	\$61.00	\$75.00	
Construction Manager I	\$51.00	\$65.00	
Project Engineer II	\$53.00	\$61.00	
Project Engineer I	\$43.00	\$50.00	
Intern	\$25.00	\$29.00	
Technical Manager I	\$56.00	\$67.00	
Technical Manager II	\$62.00	\$72.00	

Note: Maximum rate shall not exceed \$86.00 per hour.

Signature of Authorized Agent  
for CONSULTANT:

**Signature on file**

Signature

DAVID A. CUMBERTSON

Print Name

Date: 6/3/25

Approved By COUNTY:

Yifang Lu, Chief Highway Engineer

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





## Transportation Change Order with Resolution

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

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**File #:** DT-CO-0001-25

**Agenda Date:** 6/17/2025

**Agenda #:** 11.B.

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AMENDMENT TO COUNTY CONTRACT 7593-1-SERV  
ISSUED TO BRAD BAILEY SALES D/B/A LAKE COUNTY TRAILERS  
TO FURNISH AND DELIVER TWO (2) ENCLOSED TRAILERS  
AS NEEDED FOR THE DIVISION OF TRANSPORTATION  
(INCREASE CONTRACT \$1,000.00; +3.38%)

WHEREAS, the Transportation Committee approved an issuance of contract 7593-1-SERV to Brad Bailey Sales d/b/a Lake County Trailers to furnish and deliver two (2) enclosed trailers for the Division of Transportation, for the period March 4, 2025 through November 30, 2025 per lowest bid award #25-015-DOT; and

WHEREAS, the current cost of said contract to the County of DuPage, by and through the Division of Transportation is \$29,544.00; and

WHEREAS, a contract increase is necessary for the addition of a price increase for parts which were added to the cost; and

WHEREAS, the Transportation Committee recommends a change order to increase the contract in the amount of \$1,000.00.

WHEREAS, said increase is in the best interest of the County and is authorized by law.

NOW, THEREFORE, BE IT RESOLVED that the County Board adopt the Amendment to County contract 7593-1-SERV, issued to Brad Bailey Sales d/b/a Lake County Trailers, to increase the funding in the amount of \$1,000.00, resulting in an amended contract total amount of \$30,544.00, an increase of 3.38%.

Enacted and approved this 24th day of June, 2025 at Wheaton, Illinois.

---

DEBORAH A. CONROY, CHAIR  
DU PAGE COUNTY BOARD

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

JEAN KACZMAREK, COUNTY CLERK



# Request for Change Order

## Procurement Services Division

Attach copies of all prior Change Orders

DDT 6/17  
FI+CB 6/24

kbc

Date: May 29, 2025

MinuteTraq (IQM2) ID #:

<b>Purchase Order #:</b> 7593-1-SERV	<b>Original Purchase Order Date:</b> Mar 4, 2025	<b>Change Order #:</b> 1	<b>Department:</b> Division of Transportation
<b>Vendor Name:</b> Brad Bailey Sales dba Lake County Trailers		<b>Vendor #:</b> 45866	<b>Dept Contact:</b> Kathleen Black Curcio
<b>Background and/or Reason for Change Order Request:</b>	Furnish and deliver two (2) Enclosed Trailers for the Division of Transportation. Increase PO by \$1,000.00		
<b>IN ACCORDANCE WITH 720 ILCS 5/33E-9</b>			

☐ (A) Were not reasonably foreseeable at the time the contract was signed.

☐ (B) The change is germane to the original contract as signed.

☒ (C) Is in the best interest for the County of DuPage and authorized by law.

INCREASE/DECREASE		
A	Starting contract value	\$29,544.00
B	Net \$ change for previous Change Orders	
C	Current contract amount (A + B)	\$29,544.00
D	Amount of this Change Order <input checked="" type="checkbox"/> Increase <input type="checkbox"/> Decrease	\$1,000.00
E	New contract amount (C + D)	\$30,544.00
F	Percent of current contract value this Change Order represents (D / C)	3.38%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	3.38%
DECISION MEMO NOT REQUIRED		

☐ Cancel entire order ☐ Close Contract ☐ Contract Extension (29 days) ☐ Consent Only

☐ Change budget code from: \_\_\_\_\_ to: \_\_\_\_\_

☐ Increase/Decrease quantity from: \_\_\_\_\_ to: \_\_\_\_\_

☐ Price shows: \_\_\_\_\_ should be: \_\_\_\_\_

☐ Decrease remaining encumbrance and close contract ☐ Increase encumbrance and close contract ☐ Decrease encumbrance ☐ Increase encumbrance

<b>DECISION MEMO REQUIRED</b>	
<input type="checkbox"/> Increase (greater than 29 days) contract expiration from: _____ to: _____	
<input type="checkbox"/> Increase $\geq$ \$2,500.00, or $\geq$ 10%, of current contract amount <input type="checkbox"/> Funding Source _____	
<input checked="" type="checkbox"/> OTHER - explain below:	
Increase contract value is greater than Parent Committee	

kbc	6892	May 29, 2025	<i>[Signature]</i>	6910	6/5/25
Prepared By (Initials)	Phone Ext	Date	Recommended for Approval (Initials)	Phone Ext	Date
<b>REVIEWED BY (Initials Only)</b>					
Buyer	Date	Procurement Officer	<i>[Signature]</i>	Date	6/9/2025
Chief Financial Officer (Decision Memos Over \$25,000)	Date	Chairman's Office (Decision Memos Over \$25,000)		Date	



## Decision Memo

### Procurement Services Division

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

Date: May 29, 2025

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

Purchase Order #: 7593-1-SERV

Requesting Department: Division of Transportation	Department Contact: Michael Figuray
Contact Email: michael.figuray@dupagecounty.gov	Contact Phone: 6920
Vendor Name: Brad Bailey Sales dba Lake County Trailers	Vendor #: 45866

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

Requesting an increase to PO 7593-1-SERV awarded to Lake County Trailers to furnish and deliver two (2) Enclosed Trailers for the Division of Transportation.

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

There was a manufacturer price increase of \$500.00 per trailer.

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

Lowest responsible bid #25-015-DOT. Even with increase Lake County Trailers would have been the lowest bidder.

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

Increase the contract by \$1,000.00 and take delivery of trailers, or cancel contract and go back out to bid, which could result in even higher prices than this.

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

FY2025 has sufficient funding for this increase.





## REQUIRED VENDOR ETHICS DISCLOSURE STATEMENT

### Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	#25-015-DOT
COMPANY NAME:	Lake County Trailers
CONTACT PERSON:	Brad Bailey
CONTACT EMAIL:	brad@lakecountytrailers.com

### Section II: Procurement Ordinance Requirements

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

Has the Bidder made contributions as described above?

☐ Yes

☒ No

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

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

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

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

☐ Yes

☒ No

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

NAME	PHONE	EMAIL

### Section III: Violations

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

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

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

[http://www.dupagecounty.gov/government/county\\_board/ethics\\_at\\_the\\_county/](http://www.dupagecounty.gov/government/county_board/ethics_at_the_county/)

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

[https://www.dupagecounty.gov/government/departments/finance/procurement/procurement\\_ordinance\\_and\\_guiding\\_principles.php](https://www.dupagecounty.gov/government/departments/finance/procurement/procurement_ordinance_and_guiding_principles.php)

### Section IV: Certification

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

Printed Name: BRAD BARKLEY

Signature: Signature on file

Title: OWNER

Date: 6/2/2025



## Change Order

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

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**File #: 25-1465**

**Agenda Date: 6/17/2025**

**Agenda #: 11.C.**

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DT-P-0053A-24

AMENDMENT TO RESOLUTION DT-P-0053-24  
ISSUED TO MANDEL METALS  
TO FURNISH AND DELIVER ALUMINUM SIGN BLANKS  
AS NEEDED FOR THE DIVISION OF TRANSPORTATION  
(PURCHASE ORDER INCREASE \$26,800.00;  
NO CHANGE IN CONTRACT AMOUNT)

WHEREAS, the DuPage County Board has heretofore approved and adopted Resolution DT-P-0053-24 on November 26, 2024, awarding a contract to Mandel Metals to furnish and deliver aluminum sign blanks, as needed for the Division of Transportation, per bid #23-058-DOT; and

WHEREAS, the Division of Transportation budgeted for the original contract amount of \$49,667.88 to be expended during both the 2024 and 2025 fiscal years; and

WHEREAS, the contract award was delayed which resulted in the budget years not aligning with the actual expenses; and

WHEREAS, the Division of Transportation requested a decrease in the encumbrance of \$35,000.00 to address the fiscal year obligation of the funds under the awarded contract and the Transportation Committee approved the decrease at its January 7<sup>th</sup>, 2025, meeting; and

WHEREAS, the current encumbrance amount for said contract is \$14,667.88; and

WHEREAS, the Division of Transportation has determined its expected expenses for the contract during Fiscal Year 2025 and will re-obligate \$26,800.00 back to this purchase order to purchase additional sign blanks required for roadway signs under said contract; and

WHEREAS, the Transportation Committee recommends approval of a change order to increase the encumbrance in the amount of \$26,800.00.

NOW, THEREFORE, BE IT RESOLVED that the DuPage County Board adopt this Amendment to Resolution DT-P-0053-24, issued to Mandel Metals, to increase the funding in the amount of \$26,800.00, resulting in revised encumbrance of \$41,467.88, with no change to the contract amount.

Enacted and approved this 24th day of June, 2025 at Wheaton, Illinois.

---

DEBORAH A. CONROY, CHAIR  
DU PAGE COUNTY BOARD

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



# Request for Change Order

## Procurement Services Division

Attach copies of all prior Change Orders

DOT 6/17  
FI+CB 6/24

2/8  
kbc

Date: Jun 2, 2025

MinuteTraq (IQM2) ID #:

<b>Purchase Order #:</b> 7393-1-SERV	<b>Original Purchase Order Date:</b> Dec 1, 2024	<b>Change Order #:</b> 2	<b>Department:</b> Division of Transportation
<b>Vendor Name:</b> Mandel Metals - US Standard Sign		<b>Vendor #:</b> 12124	<b>Dept Contact:</b> Kathleen Black Curcio
<b>Background and/or Reason for Change Order Request:</b>	Contract to furnish and deliver aluminum sign blanks for the period 12/01/24 - 11/30/25. Increase LN1 encumbrance \$26,800.00.		
<b>IN ACCORDANCE WITH 720 ILCS 5/33E-9</b>			

- ☐ (A) Were not reasonably foreseeable at the time the contract was signed.
- ☐ (B) The change is germane to the original contract as signed.
- ☒ (C) Is in the best interest for the County of DuPage and authorized by law.

INCREASE/DECREASE		
A	Starting contract value	\$49,667.88
B	Net \$ change for previous Change Orders	(\$35,000.00)
C	Current contract amount (A + B)	\$14,667.88
D	Amount of this Change Order <input checked="" type="checkbox"/> Increase <input type="checkbox"/> Decrease	\$26,800.00
E	New contract amount (C + D)	\$41,467.88
F	Percent of current contract value this Change Order represents (D / C)	182.71%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	-16.51%
DECISION MEMO NOT REQUIRED		

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

<b>DECISION MEMO REQUIRED</b>	
<input type="checkbox"/> Increase (greater than 29 days) contract expiration from: _____ to: _____	
<input checked="" type="checkbox"/> Increase $\geq$ \$2,500.00, or $\geq$ 10%, of current contract amount <input type="checkbox"/> Funding Source _____	
<input type="checkbox"/> OTHER - explain below:	

kbc	6982	Jun 2, 2025	<i>SM7</i>	6910	6/5/25
Prepared By (Initials)	Phone Ext	Date	Recommended for Approval (Initials)	Phone Ext	Date
<b>REVIEWED BY (Initials Only)</b>					
Buyer	Date	Procurement Officer	Date		
Chief Financial Officer (Decision Memos Over \$25,000)	Date	Chairman's Office (Decision Memos Over \$25,000)	Date		





## Decision Memo

### Procurement Services Division

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

Date: Jun 4, 2025

File ID #:

Purchase Order #: 7393-1-SERV

Requesting Department: Division of Transportation	Department Contact: Michael Figuray
Contact Email: michael.figuray@dupagecounty.gov	Contact Phone: 6920
Vendor Name: Mandel Metals Inc. dba US Standard Sign Com	Vendor #: 12124

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

DOT is requesting an increase to purchase order 7393-1-SERV issued to Mandel Metals to furnish and deliver aluminum sign blanks, as needed for the Division of Transportation.

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

The Division of Transportation budgeted for the original contract amount of \$49,667.88 to be expended during both the 2024 and 2025 fiscal years. Because the contract award was delayed which resulted in the budget years not aligning with the actual expenses. The Division of Transportation requested a decrease in the encumbrance of \$35,000.00 to address the fiscal year obligation of the funds under the awarded contract.

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

First renewal per low bid #23-058-DOT

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

An increase contract encumbrance based on the increase demand of aluminum sign blanks for the remainder of the fiscal year is the recommended course of action since terminating this contract and soliciting proposals for a new contract would be counter-productive and more costly.

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

FY2025 funds are available.



## REQUIRED VENDOR ETHICS DISCLOSURE STATEMENT

### Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	#23-058-DOT
COMPANY NAME:	Mandel Metals Inc d/b/a US Standard Signs
CONTACT PERSON:	Sean Fallon
CONTACT EMAIL:	sean@usstandardsign.com

### Section II: Procurement Ordinance Requirements

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

Has the Bidder made contributions as described above?

☐ Yes

☒ No

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

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



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

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

☐ Yes

☒ No

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

NAME	PHONE	EMAIL

### **Section III: Violations**

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

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

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

[http://www.dupagecounty.gov/government/county\\_board/ethics\\_at\\_the\\_county/](http://www.dupagecounty.gov/government/county_board/ethics_at_the_county/)

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### **Section IV: Certification**

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

Printed Name: Sean Fallon

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

**Signature on file**

Title: Sales

Date: 6/2/2025



## Change Order

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

**File #: 25-1461**

**Agenda Date: 6/17/2025**

**Agenda #: 11.D.**

**DT-P-0057A-24**

**AMENDMENT TO RESOLUTION DT-P-0057-24  
ISSUED TO LIGHTLE ENTERPRISES OF OHIO  
TO FURNISH AND DELIVER SIGN MATERIALS-ROLLED GOODS  
AS NEEDED FOR THE DIVISION OF TRANSPORTATION  
(PURCHASE ORDER INCREASE \$34,190.00;  
NO CHANGE IN CONTRACT AMOUNT)**

WHEREAS, the DuPage County Board has heretofore approved and adopted Resolution DT-P-0057-24 on November 26, 2024, awarding a contract to Lightle Enterprises of Ohio to furnish and deliver sign materials-rolled goods, as needed for the Division of Transportation, per bid #23-058-DOT; and

WHEREAS, the Division of Transportation budgeted for the original contract amount of \$90,000.00 to be expended during both the 2024 and 2025 fiscal years; and

WHEREAS, the contract award was delayed which resulted in the budget years not aligning with the actual expenses; and

WHEREAS, the Division of Transportation requested a decrease in the encumbrance of \$80,000.00 to address the fiscal year obligation of the funds under the awarded contract and the Transportation Committee approved the decrease at its January 7<sup>th</sup>, 2025, meeting; and

WHEREAS, the current encumbrance amount for said contract is \$10,000.00; and

WHEREAS, the Division of Transportation has determined its expected expenses for the contract during Fiscal Year 2025 and will re-obligate \$34,190.00 back to this purchase order to purchase additional rolled goods required for roadway signs under said contract; and

WHEREAS, the Transportation Committee recommends approval of a change order to increase the encumbrance in the amount of \$34,190.00.

NOW, THEREFORE, BE IT RESOLVED that the DuPage County Board adopt this Amendment to Resolution DT-P-0057-24, issued to Lightle Enterprises of Ohio, to increase the funding in the amount of \$34,190.00, resulting in a revised encumbrance of \$44,190.00, with no change to the contract amount.

Enacted and approved this 24th day of June, 2025 at Wheaton, Illinois.

\_\_\_\_\_  
DEBORAH A. CONROY, CHAIR  
DU PAGE COUNTY BOARD

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





# Request for Change Order

## Procurement Services Division

Attach copies of all prior Change Orders

DOT 6/17  
FI+CB 6/24

Date: Jun 2, 2025

MinuteTraq (IQM2) ID #:

<b>Purchase Order #:</b> 7394-1-SERV	<b>Original Purchase Order Date:</b> Dec 1, 2024	<b>Change Order #:</b> 2	<b>Department:</b> Division of Transportation
<b>Vendor Name:</b> Lightle Enterprises of Ohio		<b>Vendor #:</b> 39597	<b>Dept Contact:</b> Kathleen Black Curcio
<b>Background and/or Reason for Change Order Request:</b>	Contract to furnish and deliver rolled goods for the period 12/01/24 - 11/30/25. Increase LN1 encumbrance \$34,190.00.		
<b>IN ACCORDANCE WITH 720 ILCS 5/33E-9</b>			

☐ (A) Were not reasonably foreseeable at the time the contract was signed.

☐ (B) The change is germane to the original contract as signed.

☒ (C) Is in the best interest for the County of DuPage and authorized by law.

INCREASE/DECREASE		
A	Starting contract value	\$90,000.00
B	Net \$ change for previous Change Orders	(\$80,000.00)
C	Current contract amount (A + B)	\$10,000.00
D	Amount of this Change Order <input checked="" type="checkbox"/> Increase <input type="checkbox"/> Decrease	\$34,190.00
E	New contract amount (C + D)	\$44,190.00
F	Percent of current contract value this Change Order represents (D / C)	341.90%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	-50.90%

### DECISION MEMO NOT REQUIRED

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

### DECISION MEMO REQUIRED

☐ Increase (greater than 29 days) contract expiration from: \_\_\_\_\_ to: \_\_\_\_\_

☒ Increase  $\geq$  \$2,500.00, or  $\geq$  10%, of current contract amount ☐ Funding Source \_\_\_\_\_

☐ OTHER - explain below:

kbc	6982	Jun 2, 2025	<i>SM</i>	6910	6/5/25
Prepared By (Initials)	Phone Ext	Date	Recommended for Approval (Initials)	Phone Ext	Date
<b>REVIEWED BY (Initials Only)</b>					
Buyer	Date	Procurement Officer	Date		
Chief Financial Officer (Decision Memos Over \$25,000)	Date	Chairman's Office (Decision Memos Over \$25,000)	Date		



## Decision Memo

### Procurement Services Division

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

Date: Jun 4, 2025

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

Purchase Order #: 7394-1-SERV

Requesting Department: Division of Transportation	Department Contact: Michael Figuray
Contact Email: michael.figuray@dupagecounty.gov	Contact Phone: 6920
Vendor Name: Lightle Enterprises of Ohio LLC	Vendor #: 39597

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

DOT is requesting an increase to purchase order 7394-1-SERV issued to Lightle Enterprises of Ohio to furnish and deliver sign materials-rolled goods, as needed for the Division of Transportation.

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

The Division of Transportation budgeted for the original contract amount of \$90,000.00 to be expended during both the 2024 and 2025 fiscal years. Because the contract award was delayed which resulted in the budget years not aligning with the actual expenses. The Division of Transportation requested a decrease in the encumbrance of \$80,000.00 to address the fiscal year obligation of the funds under the awarded contract.

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

First renewal per low bid #23-058-DOT

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

An increase to the contract encumbrance based on the additional demand of rolled goods for the remainder of the fiscal year is the recommended course of action since terminating this contract and soliciting proposals for a new contract would be counter-productive and more costly.

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

FY2025 funds are available.





## REQUIRED VENDOR ETHICS DISCLOSURE STATEMENT

### Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	#23-058-DOT
COMPANY NAME:	Lightle Enterprises of Ohio
CONTACT PERSON:	David Lightle
CONTACT EMAIL:	dlightle@lightleenterprises.com

### Section II: Procurement Ordinance Requirements

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

Has the Bidder made contributions as described above?

☐ Yes

☒ No

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

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

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

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

☐ Yes

☒ No

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

NAME	PHONE	EMAIL

### **Section III: Violations**

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

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

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

[http://www.dupagecounty.gov/government/county\\_board/ethics\\_at\\_the\\_county/](http://www.dupagecounty.gov/government/county_board/ethics_at_the_county/)

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[https://www.dupagecounty.gov/government/departments/finance/procurement/procurement\\_ordinance\\_and\\_guiding\\_principles.php](https://www.dupagecounty.gov/government/departments/finance/procurement/procurement_ordinance_and_guiding_principles.php)

### **Section IV: Certification**

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

Printed Name: David R Light/c

Signature: Signature on file

Title: Member

Date: 06/02/2023



## Transportation Resolution

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

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**File #:** DT-R-0015-25

**Agenda Date:** 6/17/2025

**Agenda #:** 12.A.

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AWARDING RESOLUTION ISSUED TO COMPASS MINERALS  
AMERICA, INC. TO FURNISH AND DELIVER BULK ROCK SALT  
AS NEEDED FOR THE DIVISION OF TRANSPORTATION  
(CONTRACT TOTAL AMOUNT \$707,900.00)

WHEREAS, the County of DuPage is authorized and empowered to construct, repair, improve and maintain County and/or township roads, bridges, and appurtenances; and

WHEREAS, the County of DuPage has published a contract proposal for the 2025 Bulk Rock Salt Program, Section 25-0SALT-02-MS, setting forth the terms, conditions, and specification (a copy of which is incorporated herein by reference); and

WHEREAS, the budget for the 2025 fiscal year provides for the construction and maintenance of roads, bridges, and appurtenances; and

WHEREAS, the following bids were received in compliance with the contract proposal:

<u>NAME</u>	<u>BID AMOUNT</u>
Compass Minerals America Inc.	\$707,900.00
Morton Salt, Inc.	\$734,000.00; and

WHEREAS, it has been determined that it is in the best interest of the County of DuPage to award a contract to Compass Minerals America Inc. for their submission of the lowest responsible bid in the amount of \$707,900.

NOW, THEREFORE, BE IT RESOLVED, that a contract in accordance with the terms, conditions, and specifications set forth in said purchase order be, and is hereby awarded to Compass Minerals America Inc., 9900 W. 109<sup>th</sup> Street, Suite 100, Overland Park, KS 66210; and

BE IT FURTHER RESOLVED, that the DuPage County Chair is hereby authorized and directed sign on behalf of the COUNTY, and the County Clerk is hereby authorized to attest the aforesaid purchase order with Compass Minerals America Inc.

Enacted and approved this 24th day of June, 2025 at Wheaton, Illinois.

\_\_\_\_\_  
DEBORAH A. CONROY, CHAIR  
DU PAGE COUNTY BOARD

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



**DU PAGE COUNTY  
DIVISION OF TRANSPORTATION**

DUPAGE COUNTY  
DIV. OF TRANSPORTATION  
2025 JUN -5 PM 2:03

**OPENING OF PROPOSALS**

Thursday, June 05, 2025  
2:00 PM

**Bulk Rock Salt**  
**Section 25-0SALT-02-MS**

Engineer's Estimate: \$750,000.00 (Group 1)  
\$3,519,000.00 (Group 2)

BIDDER	√	BID AMOUNT
Consolidated Grain and Barge Co.		Group 1: Group 2:
Compass Minerals America Inc.		Group 1: \$ 700,900.00 Group 2: \$ 3,321,466.80
Morton Salt, Inc.		Group 1: \$ 734,000.00 Group 2: \$ 3,443,928.00
Cargill, Incorporated- Road Safety		Group 1: Group 2:

√ Proposal includes the following:

- Addenda (if any)
- Proposal (form ~~BLR 12200 & BLR 12201~~ BLR 12240 & BLR 12241)
  - Cover page
  - Notice to Bidders
  - ~~○ Proposal~~
  - ~~○ Contractor Certification~~
  - Signatures
  - Schedule of Prices
- Local Agency Proposal Bid Bond (or Check)
- ~~○ Apprenticeship or Training Program Certification~~
- ~~○ Affidavit of Illinois Business Office~~
- ~~○ BC-57 Affidavit of Availability (may be submitted within 24 hours after the letting)~~
- Vendor Ethics Disclosure Statement
- ~~○ three (3) references form~~
- W-9 - Taxpayer Identification Number (may be submitted after the letting)
- Any other items required to be submitted with the bid, such as Bituminous Materials Cost Allowance, or Steel Cost Adjustment, or Fuel Cost Adjustment

**DuPage County Division of Transportation**Project: **2025 Bulk Rock Salt** Sec. No: **25-0SALT-02-MS**Date of Letting: **June 5, 2025 2:00 P.M.**

Item No.	Items	Unit	Quantity	Engineer's Estimate		Compass Minerals America Inc. 9900 W. 109th Street Overland Park, KS 66210		Morton Salt, Inc. 444 West Lake Street Chicago, IL 60606	
				Unit Price	Total	Unit Price	Total	Unit Price	Total
	<b>GROUP 1</b>								
	ROCK SALT	TON	10000	\$75.00	750,000.00	\$70.79	707,900.00	\$73.40	734,000.00
	ROCK SALT (130% to 150%)	TON			0.00	\$70.79	0.00	\$93.40	0.00
<b>Bidder's Total Proposal for Group 1</b>				<b>\$750,000.00</b>		<b>\$707,900.00</b>		<b>\$734,000.00</b>	

	<b>GROUP 2</b>								
	ROCK SALT	TON	45270	\$75.00	3,395,250.00	\$70.79	3,204,663.30	\$73.40	3,322,818.00
	ROCK SALT, EARLY DELIVERY	TON	1650	\$75.00	123,750.00	\$70.79	116,803.50	\$73.40	121,110.00
	ROCK SALT (130% to 150%)	TON			0.00	\$70.79	0.00	\$93.40	0.00
<b>Bidder's Total Proposal for Group 2</b>				<b>\$3,519,000.00</b>		<b>\$3,321,466.80</b>		<b>\$3,443,928.00</b>	



# SPECIAL PURCHASE REQUISITION, DU PAGE COUNTY, ILLINOIS

WHEATON, ILLINOIS 60187

48

PURCHASE ORDER NO.

REQUISITIONING AGENCY

SHIP TO ADDRESS

RESOLUTION NUMBER

DuPage County Division of Transportation

Same

NAME

NAME

421 N. County Farm Road

ADDRESS

ADDRESS

06/09/2025

Wheaton, IL 60187

CITY, STATE, ZIP

CITY, STATE, ZIP

DATE

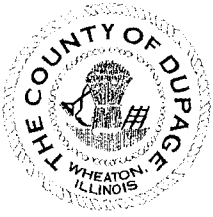
FUND                      AGENCY			VENDOR NUMBER 20877		EXPIRATION DATE 5/31/2026	LAST INVOICE DATE 11/30/2026	FOB Wheaton, IL	
ORGANIZATION	ACTIVITY	OBJECT	QUANTITY	UNIT OF PURCHASE	ITEM CODE	DESCRIPTION COMMODITY / CONTRACT	UNIT PRICE	EXTENSION
FY25-1500-3510-52270						Bulk Rock Salt De-Icer		7,900.00
FY26-1500-3510-52270						Section 25-0SALT-02-MS		700,000.00
TOTAL								\$707,900.00

REMIT TO:

Compass Minerals 9900 W, 109th Street, Suite 100, Overland Park, KS 66210

COMMITTEE APPROVAL	DATE
Transportation	06/17/25
County Board	06/24/25

<p>HEADER COMMENTS</p> <p>***DOT-Bulk Rock Salt De-Icer***</p>	<p style="font-size: 1.5em;">Signature on file</p> <div style="display: flex; justify-content: space-between; align-items: center;"> <div> <p>DEPARTMENT APPROVAL</p> <p>DATE</p> </div> <div style="text-align: right;"> <p style="font-size: 1.5em; color: blue;">6/9/25</p> </div> </div>
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DuPage County  
Finance Department  
Procurement Division  
421 North County Farm Road  
Room 3-400  
Wheaton, Illinois 60187-3978

## REQUIRED VENDOR ETHICS DISCLOSURE STATEMENT

### **Section I: Contact Information**

Please complete the contact information below.

BID NUMBER:	25-0SALT-02-MS
COMPANY NAME:	Compass Minerals America Inc.
CONTACT PERSON:	Sean Lierz
CONTACT EMAIL:	highwaygroup@compassminerals.com

### **Section II: Procurement Ordinance Requirements**

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

Has the Bidder made contributions as described above?

☐ Yes

☒ No

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

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

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

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

☒ Yes

☐ No

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

NAME	PHONE	EMAIL
Sean Lierz, Sr. Manager Highway Sales	800-323-1641 option 2	highwaygroup@compassminerals.com
Joel Gerdes, Director US Highway Sales	800-323-1641 option 2	highwaygroup@compassminerals.com
Brenda Blunt, Customer Experience Specialist Tier 4	800-323-1641 option 1	highwaygroup@compassminerals.com

### **Section III: Violations**

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

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

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

[http://www.dupagecounty.gov/government/county\\_board/ethics\\_at\\_the\\_county/](http://www.dupagecounty.gov/government/county_board/ethics_at_the_county/)

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

[https://www.dupagecounty.gov/government/departments/finance/procurement/procurement\\_ordinance\\_and\\_guiding\\_principles.php](https://www.dupagecounty.gov/government/departments/finance/procurement/procurement_ordinance_and_guiding_principles.php)

### **Section IV: Certification**

By signing below, the Bidder hereby acknowledges that it has received, certifies that the information submitted on this form is true and correct to

Signature on file

Printed Name: Joel Gerdes

Signature

Title: Director US Highway Sales

Date:

6/3/25



## Transportation Resolution

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

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**File #:** DT-R-0016-25

**Agenda Date:** 6/17/2025

**Agenda #:** 12.B.

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AWARDING RESOLUTION  
TO BUILDERS PAVING, LLC FOR IMPROVEMENTS  
TO CH 33/75<sup>TH</sup> STREET FRONTAGE ROAD  
SECTION 25-00233-10-CH  
(COUNTY COST: \$2,136,950.76)

WHEREAS, the County of DuPage is authorized and empowered to construct, repair, improve and maintain County and/or township roads, bridges, and appurtenances; and

WHEREAS, the County of DuPage has published a contract proposal for improvements to CH33/75<sup>th</sup> Street Frontage Road, Section 25-00233-10-CH, setting forth the terms, conditions, and specifications (a copy of which is incorporated herein by reference); and

WHEREAS, the budget for the 2025 fiscal year provides for the construction and maintenance of roads, bridges, and appurtenances; and

WHEREAS, the following bids were received in compliance with the contract proposal:

<u>NAME</u>	<u>BID AMOUNT</u>
Builder's Paving, LLC	\$2,136,950.76
R.W. Dunteman Company	\$2,174,054.93
K-Five Construction Corporation	\$2,244,227.48; and

WHEREAS, it has been determined that it is in the best interest of the County of DuPage to award a contract to Builder's Paving, LLC for their submission of the lowest responsible bid in the amount of \$2,136,950.76.

NOW, THEREFORE, BE IT RESOLVED, that a contract in accordance with the terms, conditions, and specifications set forth in said contract proposal be, and is hereby awarded to Builder's Paving, LLC, 4401 Roosevelt Road, Hillside, Illinois 60162 for their bid of \$2,136,950.76; and

BE IT FURTHER RESOLVED, that this contract is subject to the Prevailing Wage Act (820 ILCS 130/0.01 *et seq.*), and as such, not less than the prevailing rate of wages as found by the Illinois Department of Labor shall be paid to all laborers, workers, or mechanics performing work under this contract; and

BE IT FURTHER RESOLVED, that the DuPage County Chair is hereby authorized and directed to sign on behalf of the COUNTY, and County Clerk is hereby authorized to attest the aforesaid contract with Builder's Paving, LLC.

Enacted and approved this 24th day of June, 2025 at Wheaton, Illinois.

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DEBORAH A. CONROY, CHAIR  
DU PAGE COUNTY BOARD

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



**DU PAGE COUNTY  
DIVISION OF TRANSPORTATION**

DUPAGE COUNTY  
DIV. OF TRANSPORTATION  
2025 JUN -5 PM 2:01

**OPENING OF PROPOSALS**

Thursday, June 05, 2025  
2:00 PM

**C.H. 33 75<sup>th</sup> Street (Frontage Roads)**  
**Section 25-00233-10-CH**

Engineer's Estimate: \$2,273,404.00

BIDDER	√	BID AMOUNT
R.W. Dunteman Co.		\$ 2,174,054.83
Builders Paving, LLC	✓	\$ 2,136,950.76
K-Five Construction Corporation		\$ 2,244,227.48

√ Proposal includes the following:

- Addenda (if any)
- Proposal (form BLR12200 & BLR 12201)
  - Cover page
  - Proposal
  - Signatures
  - Notice to Bidders
  - Contractor Certifications
  - Schedule of Prices
- Local Agency Proposal Bid Bond (or Check)
- Apprenticeship or Training Program Certification (not for federally funded projects)
- Affidavit of Illinois Business Office
- BC 57 Affidavit of Availability (*may be submitted within 24 hours after the letting*)
- Vendor Ethics Disclosure Statement
- three (3) references form
- W-9 - Taxpayer Identification Number (*may be submitted after the letting*)
- Any other items required to be submitted with the bid, such as Bituminous Materials Cost Allowance, or Steel Cost Adjustment, or Fuel Cost Adjustment

# SPECIAL PURCHASE REQUISITION, DU PAGE COUNTY, ILLINOIS

kbc  
2/2

WHEATON, ILLINOIS 60187

PURCHASE ORDER NO.	REQUISITIONING AGENCY DuPage County Division of Transportation	SHIP TO ADDRESS Same	RESOLUTION NUMBER
	NAME 421 N. County Farm Road	NAME	
06/09/2025	ADDRESS Wheaton, IL 60187	ADDRESS	
DATE	CITY, STATE, ZIP	CITY, STATE, ZIP	

FUND      AGENCY			VENDOR NUMBER 31650		EXPIRATION DATE 5/31/2028	LAST INVOICE DATE	FOB Wheaton, IL	
ORGANIZATION	ACTIVITY	OBJECT	QUANTITY	UNIT OF PURCHASE	ITEM CODE	DESCRIPTION COMMODITY / CONTRACT	UNIT PRICE	EXTENSION
FY25-1500-3500-54050			75TH_FRNTGE_RDS			Improvements along 75th Street Frontage Roads from		1,923,255.68
FY26-1500-3500-54050			75TH_FRNTGE_RDS			Westview Lane/Woodridge Drive to Janes Avenue per IGA		213,695.08
						DT-R-0012-25 with the Village of Woodridge.		
						Section #25-00233-10-CH		
TOTAL								\$2,136,950.76

VENDOR Builders Paving, LLC 4401 Roosevelt Road, Hillside, IL 60162		
COMMITTEE APPROVAL	DATE	<b>DOT TO ISSUE FORMAL NOTICE TO PROCEED</b>  <b>DO NOT SEND PO</b>  HEADER COMMENTS  <b>***DOT-Builders Paving 25-00233-10-CH ***</b>
Transportation	06/17/25	
County Board	06/24/25	
		<b>Signature on file</b>  <div style="display: flex; justify-content: space-between; align-items: center;"> <span style="color: blue;">✓</span> <div style="text-align: right;"> <span style="color: blue; font-size: 1.2em;">6/9/25</span>  <small>DATE</small> </div> </div>



## Transportation IGA

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

**File #:** DT-R-0017-25

**Agenda Date:** 6/17/2025

**Agenda #:** 13.A.

AGREEMENT BETWEEN THE COUNTY OF DU PAGE  
AND BLOOMINGDALE OWNER, LLC  
FOR TRAFFIC SIGNALS MAINTENANCE RESPONSIBILITIES AT  
CH 11/ARMY TRAIL ROAD AND BLOOMINGDALE COURT  
(NO COUNTY COST)

WHEREAS, the County of DuPage (hereinafter referred to as "COUNTY") and Bloomingdale Owner, LLC (hereinafter referred to as "OWNER"), have determined that it is in each one's mutual best interest to enter into an agreement (hereinafter referred to as "AGREEMENT") for the continued maintenance and energy responsibilities and/or future modernization/reconstruction costs of the traffic signal (hereinafter "SIGNAL") located at CH11/Army Trail Road and Bloomingdale Court (hereinafter "PROPERTY") as legally described in Exhibit A, attached hereto and incorporated herein; and

WHEREAS, the COUNTY by virtue of its power set forth in "Counties Code" (55 ILCS 5/5-1001 *et seq.*) and "Illinois Highway Code" (605 ILCS 5/5-101 *et seq.*), is authorized to enter into this AGREEMENT.

WHEREAS, attached hereto is the AGREEMENT which outlines the rights and responsibilities of the COUNTY and the OWNER; and

WHEREAS, the AGREEMENT must be executed to define the rights and responsibilities of the COUNTY and the OWNER, related to the SIGNALS.

NOW, THEREFORE, BE IT RESOLVED that the DuPage County Chair is hereby authorized and directed to sign on behalf of the COUNTY, and the County Clerk is hereby authorized to attest thereto the above referenced AGREEMENT; and

BE IT FURTHER RESOLVED that one (1) duplicate original of this Resolution and AGREEMENT be sent to Bloomingdale Owner, LLC by and through the Division of Transportation.

Enacted and approved this 24th day of June, 2025 at Wheaton, Illinois.

\_\_\_\_\_  
DEBORAH A. CONROY, CHAIR  
DU PAGE COUNTY BOARD

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

**AGREEMENT  
BETWEEN THE COUNTY OF DuPAGE, ILLINOIS  
AND BLOOMINGDALE OWNER, LLC  
FOR TRAFFIC SIGNALS  
LOCATED AT ENTRANCE AT CH 11/ARMY TRAIL ROAD AND BLOOMINGDALE COURT**

This Agreement (hereinafter referred to as "AGREEMENT") is executed this \_\_\_\_\_ day of \_\_\_\_\_, 2025, between the County of DuPage (hereinafter referred to as "COUNTY"), a body corporate and politic, with offices at 421 North County Farm Road, Wheaton, Illinois and Bloomingdale Owner, LLC (hereinafter "OWNER"), a Delaware Limited Liability Company with offices at 100 Constitution Plaza, 7<sup>th</sup> Floor, Hartford, CT 06103-1703. The COUNTY and the OWNER are hereinafter sometimes individually referred to as a "party" or as the "parties."

**RECITALS**

WHEREAS, the COUNTY and the previous owner entered into an agreement (hereinafter "PREVIOUS AGREEMENT") executed January 8, 2002, for the maintenance and energy responsibilities for traffic signals on CH 11/Army Trail Road at Bloomingdale Court entrance road (hereinafter referred to as the "SIGNALS" - see map Exhibit A); and

WHEREAS, the PREVIOUS AGREEMENT expired on November 22, 2024, when the previous owner sold the real estate property known as Bloomingdale Court, located at 364 W. Army Trail Road, Bloomingdale, Illinois 60108 (the "PROPERTY"), to the new OWNER and failed to notify the COUNTY by written notice; and

WHEREAS, the COUNTY and OWNER, as successor owner of the PROPERTY have determined that it is in each party's mutual best interest to enter into a new agreement for the continued maintenance and energy responsibilities and/or future modernization/reconstruction costs of said SIGNALS; and

WHEREAS, the COUNTY by virtue of its power set forth in "Counties Code" (55 ILCS 5/5-1001 et seq.) and "Illinois Highway Code" (605 ILCS 5/5-101 et seq.), is authorized to enter into this AGREEMENT.

NOW, THEREFORE, in consideration of the premises, the mutual covenants, terms, and conditions herein set forth, and the understandings of each party to the other, the parties do hereby mutually covenant, promise and agree as follows:



## **1.0 INCORPORATION**

- 1.1. All recitals set forth above are incorporated herein and made part thereof, the same constituting the factual basis for this AGREEMENT.
- 1.2. The headings of the paragraphs and subparagraphs of this AGREEMENT are the inserts for convenience of reference only and shall not be deemed to constitute part of this AGREEMENT or to affect the construction hereof.

## **2.0 EFFECTIVE DATE**

- 2.1. As of the date of sale of the PROPERTY, November 22, 2024, the PREVIOUS AGREEMENT became null and void in its entirety between the COUNTY and previous owner.
- 2.2 This AGREEMENT is effective once executed by both parties and subsequently recorded with the DuPage County Recorder's Office for purpose of maintaining property records of current and future ownership.

## **3.0 RESPONSIBILITIES OF THE COUNTY**

- 3.1. The COUNTY shall provide and pay for all costs associated with the repair, maintenance, and replacement of the SIGNALS with reimbursement of the SIGNALS repair, maintenance, and replacement costs by OWNER as outlined hereinafter.
- 3.2. The COUNTY retains the right to control and regulate the sequence and all other aspects of phasing and timing of the SIGNALS.
- 3.3. The COUNTY shall remain responsible for all pavement markings concerning the SIGNALS except as outlined hereinafter in paragraph 4.5.

## **4.0 RESPONSIBILITIES OF OWNER**

- 4.1. OWNER shall pay all energy costs for the SIGNALS and shall be invoiced directly by the energy provider for the SIGNALS.
- 4.2. OWNER shall reimburse the COUNTY for the routine maintenance costs including pre-emption equipment, etc. for the SIGNALS by annual invoice from the COUNTY. Routine maintenance shall be invoiced to OWNER at the same unit price paid by the COUNTY without mark up for the COUNTY Traffic Signal Maintenance Contract in place at the time of the annual invoice.



- 4.3. OWNER agrees that non-payment of invoice(s) from the COUNTY related to the SIGNALS within forty-five (45) days of the date of invoice shall be considered reason to remove said SIGNALS, provided that at least sixty (60) days prior to the removal of the SIGNALS, the COUNTY shall give written notice to OWNER of the date certain of removal, and provided that if OWNER fully pays for all outstanding invoices prior to such date certain of removal, the COUNTY shall not remove the SIGNALS. Costs incurred by COUNTY to remove the SIGNALS shall be 100% reimbursement by OWNER. The date notice is mailed out by the COUNTY constitutes the date of service to OWNER.
- 4.4. OWNER agrees that the COUNTY shall replace or repair damages to the SIGNALS caused by motor vehicles or construction activities by third parties and shall first use reasonable efforts to recover all such costs of replacement or repairs from such third parties. The COUNTY shall invoice OWNER for all said costs not recovered by the COUNTY. COUNTY agrees to execute any necessary documentation subrogating COUNTY's rights to OWNER for recovery of said cost.
- 4.5. OWNER shall maintain all pavement markings on the approach to the intersections from PROPERTY entrance/exit roads for the SIGNALS.
- 4.6. OWNER shall notify the COUNTY by letter to contact given in Article 8.0 herein, within 30 days of the sale of the PROPERTY and new owners contact information.

## **5.0 FUTURE MODERNIZATION/RECONSTRUCTION**

- 5.1 If, in the future, it is determined that the SIGNALS requires modernization or reconstruction due to age, condition, etc. or if the COUNTY improves CH 11/Army Trail Road which results in the need to modernize or reconstruct the SIGNALS, the COUNTY shall notify OWNER at least three (3) months prior to the improvement to allow OWNER to review the cost proposal and budget for the cost. OWNER shall have the option to either have the SIGNALS removed at the time of the improvement or pay the cost to upgrade the SIGNALS. All costs, either for the removal of the SIGNALS or the upgrade cost shall be paid by OWNER within forty-five (45) days from receipt of a documented invoice from the COUNTY.

## **6.0 INDEMNIFICATION**

- 6.1. The COUNTY shall be liable and responsible for and shall, to the extent permitted by law, indemnify, hold harmless and defend OWNER, its officials, officers, employees, and agents from and against all liability, claims, suits, demands, proceedings and action, including costs, fees and expense of

defense, arising from, growing out of, or related to, any loss, damage, injury, death, or loss or damage to property resulting from, or connected with, the COUNTY's negligent or willful acts, errors or omissions in its performance under this AGREEMENT, provided that the foregoing shall not apply to any gross negligence or willful misconduct of OWNER.

6.1.1. The COUNTY and OWNER acknowledge that the COUNTY has made no representations, assurances or guaranties regarding the COUNTY'S or any successor's or assign's authority and legal capacity to indemnify OWNER as provided for in this AGREEMENT. In the event a court of competent jurisdiction holds that the COUNTY, or any successor or assign, is deemed to lack the lawful authority or ability to indemnify, defend or hold harmless OWNER, or any person or entity claiming a right through OWNER, or in the event of change in the laws of the State of Illinois governing the COUNTY's or any successor's or assign's indemnification authority, such occurrence(s) shall not affect the validity and enforceability of the remainder of this AGREEMENT or the parties rights and obligations provided for therein.

6.2. OWNER shall be liable and responsible for and shall indemnify, hold harmless and defend the COUNTY, its officials, officers, employees, and agents from and against all liability, claims, suits, demands, proceedings and action, including costs, fees and expense of defense, arising from, growing out of, or related to, any loss, damage, injury, death, or loss or damage to property resulting from, or connected with, OWNER's negligent or willful acts, errors or omissions in its performance under this AGREEMENT to the extent permitted by law, provided that the foregoing shall not apply to any gross negligence or willful misconduct of the COUNTY. OWNER does not hereby waive any defenses or immunity available to it with respect to third parties.

6.3. Nothing contained herein shall be construed as prohibiting the COUNTY, its officials, directors, officers, agents and employees, from defending through the selection and use of their own agents, attorneys and experts, any claims, suits, demands, proceedings and actions brought against them. Pursuant to Illinois law, 55 ILCS 5/3-9005, any attorney representing the COUNTY, under this paragraph or paragraph 6.1, who is not already an Assistant State's Attorney, is to be appointed a Special Assistant State's Attorney, as provided in 55 ILCS 5/3-9008. The COUNTY's participation in its defense shall not remove OWNER's duty to indemnify, defend, and hold the COUNTY harmless, as set forth above.

- 6.4. The COUNTY does not waive, by these indemnity requirements, any defenses or protections under the Local Governmental and Governmental Employees Tort Immunity Act (745 ILCS 10/1 et seq.) or otherwise available to it, or OWNER, under the law.
- 6.5. Any indemnity as provided in this AGREEMENT shall not be limited by reason of the enumeration of any insurance coverage herein provided.

## **7.0 ENTIRE AGREEMENT**

- 7.1. This AGREEMENT represents the entire AGREEMENT between the parties with respect to the SIGNALS and supersedes all previous communications or understandings whether oral or written.

## **8.0 NOTICES**

- 8.1. Any notice required hereunder shall be deemed properly given to the party to be notified at the time it is personally delivered or mailed by certified mail, return receipt requested, postage prepaid, to the party's address. The address of each party is as specified below; either party may change its address for receiving notices by giving notices thereof in compliance with the terms of this subsection.

### **For OWNER:**

Bloomington Owner, LLC  
c/o The Hutensky Group, LLC  
100 Constitution Plaza, 7<sup>th</sup> Floor,  
Hartford, Connecticut 06103-1073  
Attn: Brad M. Hutensky  
Phone: 860.527.2222  
Email: [bhutensky@hcpfund.com](mailto:bhutensky@hcpfund.com)

### **For COUNTY:**

DuPage County Division of Transportation  
421 N. County Farm Road  
Wheaton, IL 60187  
Attn: Stephen M. Travia, P.E.  
Director of Transportation  
Phone: 630.407.6900  
Email: [stephen.travia@dupagecounty.gov](mailto:stephen.travia@dupagecounty.gov)

## **9.0 AMENDMENT, MODIFICATION OR TERMINATION OF THIS AGREEMENT**

- 9.1. No modification or amendment to, or termination of, this AGREEMENT shall be effective until approved by the parties in writing.

## **10.0 NON-ASSIGNMENT**

- 10.1. Subject to paragraph 10.2 hereinafter, this AGREEMENT shall not be assigned by either party without the written consent of the other party, whose consent shall not be unreasonably withheld.
- 10.2. In the event OWNER, or its successor or assign, sells all or substantially all of the PROPERTY, OWNER may, upon written notice to the COUNTY, but without the COUNTY's consent, assign all of its interest in and to this AGREEMENT to the purchaser of such PROPERTY.

## **11.0 GOVERNING LAW**

- 11.1. This AGREEMENT shall be governed by the laws of the State of Illinois as to both interpretation and performance. The forum for resolving any disputes concerning the parties' respective performance, or failure to perform, under this AGREEMENT, shall be the Judicial Circuit Court for DuPage County.

## **12.0 SEVERABILITY**

- 12.1. In the event any provision of this AGREEMENT is held to be unenforceable or invalid for any reason, the enforceability thereof shall not affect the remainder of the AGREEMENT. The remainder of this AGREEMENT shall be construed as if not containing the particular provision and shall continue in full force, effect, and enforceability, in accordance with its terms.

## **13.0 FORCE MAJEURE**

- 13.1 Neither party shall be liable for any delay or non-performance of their obligations caused by any contingency beyond their control including but not limited to Acts of God, war, civil unrest, strikes, walkouts, fires and natural disasters.

## **14.0 BINDING EFFECT; RUNS WITH LAND**

- 14.1. The parties hereto agree that this AGREEMENT, by its terms, shall be binding upon the successors, heirs, legal representatives, and assigns thereof and shall constitute covenants running with the PROPERTY and once executed by all parties, the COUNTY shall record this AGREEMENT. Notwithstanding anything to the contrary in this AGREEMENT, upon OWNER's, or its successor's or assign's, sale of all of its property comprising a part of the PROPERTY, OWNER or such successor or assign shall be released from all un-accrued liabilities and other obligations arising under this AGREEMENT from and after the effective day of such sale. Subject to the other provisions hereto, this AGREEMENT shall bind and inure to the benefit of the parties hereto, their respective heirs, representatives, lessees, successors and assigns.

## 15.0 ESTOPPEL CERTIFICATE

15.1. Each party, within fifteen (15) days following receipt of a written request by the other party, shall issue to the requesting party and any third party designated by the requesting party an estoppel certificate certifying (a) that the Agreement is in full force and effect and has not been modified or amended except as set forth in the estoppel, (b) whether the requesting party is in default of the Agreement, and if so, the details of the default, (c) as to any other matters reasonably requested by the requesting party.

IN WITNESS whereof, the parties set their hands and seals as of the date first written above.

COUNTY OF DuPAGE

BLOOMINGDALE OWNER, LLC.  
A Delaware Limited Liability Company

Signature on file

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

\_\_\_\_\_  
Authorized Signatory

\_\_\_\_\_  
Brad Hutensky  
Print Name

\_\_\_\_\_  
Authorized Signatory  
Title

ATTEST:

ATTEST:

Signature on file

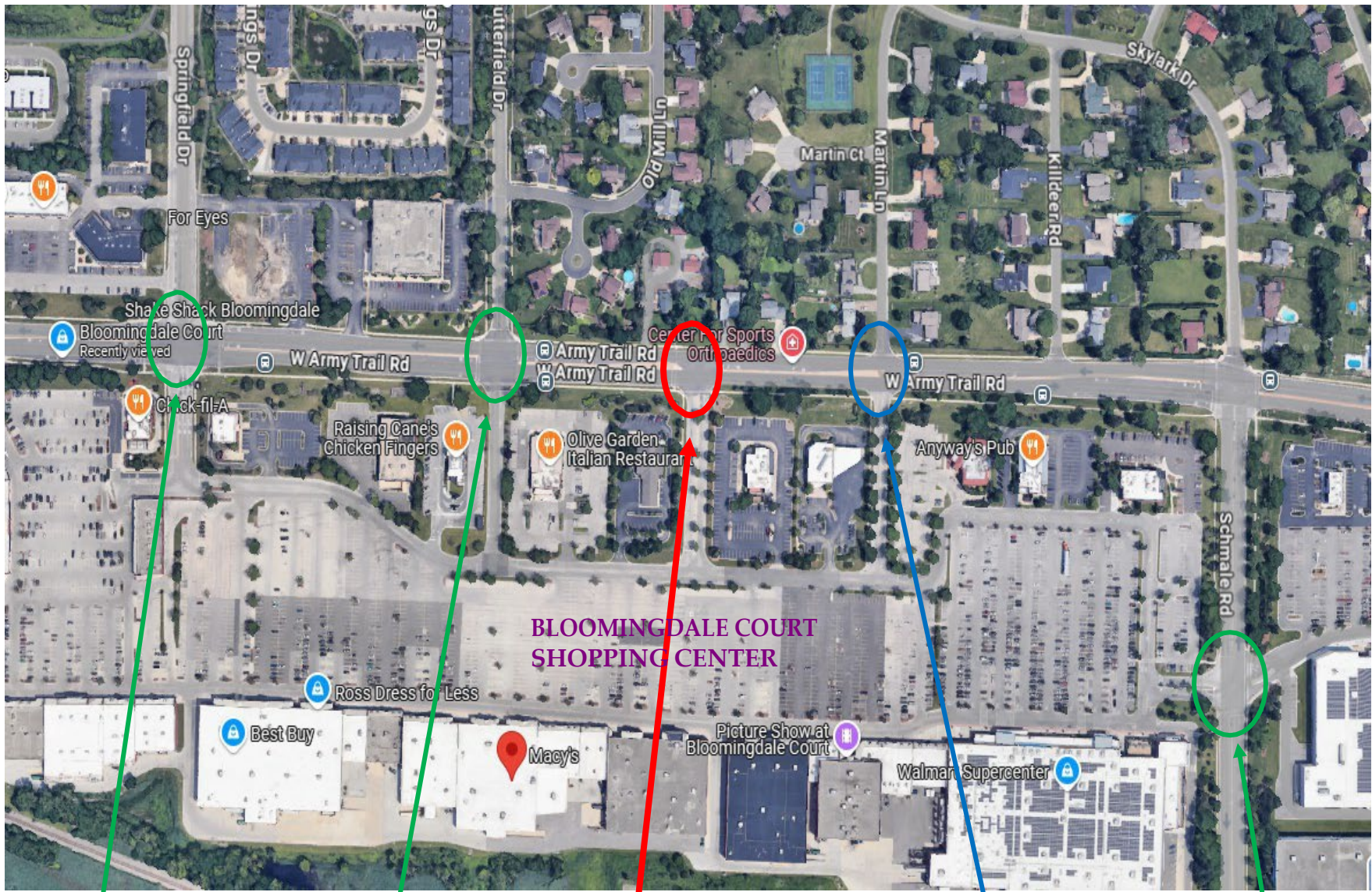
\_\_\_\_\_  
Jean Kaczmarek, County Clerk

\_\_\_\_\_  
Veronique V. Peres  
Print Name

\_\_\_\_\_  
Asset Manager & Vice President  
Title



EXHIBIT A  
BLOOMINGDALE COURT SHOPPING CENTER  
ENTRANCE ROADS AND TRAFFIC SIGNALS



Springfield Drive  
& Army Trail Road

Butterfield Drive  
& Army Trail Road

Bloomingdale Court  
& Army Trail Road

Martin Lane &  
Army Trail Road  
(No Traffic Signals)

Target/Walmart  
Entrances &  
Schmale Road



## Facilities Management Requisition Over \$30K

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

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**File #:** FM-P-0029-25

**Agenda Date:** 6/17/2025

**Agenda #:** 7.A.

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AWARDING RESOLUTION  
ISSUED TO COM ED  
FOR ELECTRIC UTILITY DISTRIBUTION SERVICES  
FOR THE CONNECTED COUNTY FACILITIES  
FOR FACILITIES MANAGEMENT  
(CONTRACT TOTAL AMOUNT: \$7,711,220.00)

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

WHEREAS, the Public Works Committee recommends County Board approval for the issuance of a contract to ComEd, for electric utility distribution services, for the connected County facilities, for the period June 29, 2025, through June 28, 2027, for Facilities Management.

NOW, THEREFORE BE IT RESOLVED, that County Contract, covering said, for electric utility distribution services, for the connected County facilities, for the period June 29, 2025, through June 28, 2027, for Facilities Management, be, and it is hereby approved for issuance of a contract by the Procurement Division to, ComEd, 2 Lincoln Center, 9th Floor, Chicago, IL 60181, \$5,560,560 for Facilities Management, \$62,695 for Animal Services, \$1,401,875 for the Care Center, \$231,960 for the Division of Transportation, and \$454,130 for the Health Department, for a total contract amount not to exceed \$7,711,220 - Public Utility.

Enacted and approved this 24<sup>th</sup> day of June, 2025 at Wheaton, Illinois.

---

DEBORAH A. CONROY, CHAIR  
DU PAGE COUNTY BOARD

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

JEAN KACZMAREK, COUNTY CLERK



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

### SECTION 1: DESCRIPTION

<i>General Tracking</i>		<i>Contract Terms</i>	
FILE ID#: 25-1452	RFP, BID, QUOTE OR RENEWAL #:	INITIAL TERM WITH RENEWALS: OTHER	INITIAL TERM TOTAL COST: \$7,711,220.00
COMMITTEE: PUBLIC WORKS	TARGET COMMITTEE DATE: 06/17/2025	PROMPT FOR RENEWAL: 3 MONTHS	CONTRACT TOTAL COST WITH ALL RENEWALS: \$7,711,220.00
	CURRENT TERM TOTAL COST: \$7,711,220.00	MAX LENGTH WITH ALL RENEWALS: TWO YEARS	CURRENT TERM PERIOD: INITIAL TERM
<i>Vendor Information</i>		<i>Department Information</i>	
VENDOR: Commonwealth Edison Company	VENDOR #: 10023	DEPT: Facilities Management	DEPT CONTACT NAME: Cathie Figlewski
VENDOR CONTACT:	VENDOR CONTACT PHONE:	DEPT CONTACT PHONE #: 630-407-5665	DEPT CONTACT EMAIL: catherine.figlewski@dupagecounty.gov
VENDOR CONTACT EMAIL:	VENDOR WEBSITE:	DEPT REQ #:	

#### Overview

DESCRIPTION Identify scope of work, item(s) being purchased, total cost and type of procurement (i.e., lowest bid, RFP, renewal, sole source, etc.). Recommendation for the approval of a contract to Commonwealth Edison Company, for electric utility supply and distribution services for the connected County facilities, for Facilities Management, for the period June 29, 2025, through June 28, 2027, for a total contract amount not to exceed \$7,711,220, per 55 ILCS 5/5-1022 (c) not suitable for competitive bids – Public Utility. (\$5,560,560 for Facilities Management, \$62,695 for Animal Services, \$1,401,875 for the Care Center, \$231,960 for the Division of Transportation, and \$454,130 for the Health Department).

JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished  
Electric utility distribution services are required to maintain the operations of the County facilities.

### 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.
PUBLIC UTILITY	
DECISION MEMO REQUIRED	Select an item from the following dropdown menu to identify why a Decision Memo (Section 3) is required.

### SECTION 3: DECISION MEMO

SOURCE SELECTION	Describe method used to select source.
RECOMMENDATION AND TWO ALTERNATIVES	Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request, including status quo, (i.e., take no action).



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

SECTION 5: Purchase Requisition Information			
Send Purchase Order To:		Send Invoices To:	
Vendor: ComEd	Vendor#: 10023	Dept: Facilities Management	Division:
Attn:	Email:	Attn:	Email: FMAccountsPayable @dupagecounty.gov
Address: 2 Lincoln Center, 9th Flr	City: Oak Brook Terrace	Address:	City: Wheaton
State: IL	Zip: 60181	State: IL	Zip: 60187
Phone:	Fax:	Phone: 630-407-5700	Fax: 630-407-5701
Send Payments To:		Ship to:	
Vendor:	Vendor#:	Dept:	Division:
Attn:	Email:	Attn:	Email:
Address:	City:	Address:	City:
State:	Zip:	State:	Zip:
Phone:	Fax:	Phone:	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Jun 29, 2025	Contract End Date (PO25): Jun 28, 2027

Purchase Requisition Line Details											
LN	Qty	UOM	Item Detail (Product #)	Description	FY	Company	AU	Acct Code	Sub-Accts/ Activity Code	Unit Price	Extension
1	1	LO		FM		1000	1100	53210		5,560,560.00	5,560,560.00
2	1	LO		CC		1200	2045	53210		1,401,875.00	1,401,875.00
3	1	LO		AS		1100	1300	53210		62,695.00	62,695.00
4	1	LO		DOT		1500	3510	53210		231,960.00	231,960.00
5	1	LO		Health Dept. - Informational Only						454,130.00	454,130.00
<b><i>FY is required, ensure the correct FY is selected.</i></b>										Requisition Total	\$ 7,711,220.00

Comments	
HEADER COMMENTS	Provide comments for P020 and P025. Electric Services for Connected Facilities
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO. Send PO to Cathie Figlewski, Clara Gomez, Katie Boffa, Christine Kliebahn, Kristie Lecaros, Kathy Curcio
INTERNAL NOTES	Provide comments for department internal use (not for P020 and P025). Comments will not appear on PO. PW: 6/17/25 CB: 6/24/25
APPROVALS	Department Head signature approval for procurements under \$15,000. Procurement Officer Approval for ETSB.





## Facilities Management Requisition Over \$30K

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

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**File #:** FM-P-0030-25

**Agenda Date:** 6/17/2025

**Agenda #:** 6.A.

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AWARDING RESOLUTION  
ISSUED TO A&P GREASE TRAPPERS, INC.  
FOR SANITARY, GREASE TRAP AND STORM BASIN PUMPING,  
JETTING AND CLEANING  
AS NEEDED FOR THE COUNTY CAMPUS  
FOR FACILITIES MANAGEMENT  
(CONTRACT TOTAL NOT TO EXCEED: \$214,155.00)

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

WHEREAS, the Public Works Committee recommends County Board approval for the issuance of a contract to A&P Grease Trappers, Inc, for sanitary, grease trap and storm basin pumping, jetting, and cleaning, as needed for the County campus, for Facilities Management, for the two-year period June 25, 2025 through June, 24 2027, for Facilities Management.

NOW, THEREFORE BE IT RESOLVED, that County Contract, covering said, for sanitary, grease trap, and storm basin pumping, jetting and cleaning as needed, for the two-year period June 25, 2025 through June, 24 2027, for Facilities Management, be, and it is hereby approved for issuance of a contract by the Procurement Division to, A&P Grease Trappers, Inc., PO Box 456, West Chicago, IL 60186, for a total contract amount not to exceed \$214,155.00, per lowest responsible bid accepted in the best interest of the county, per staff's decision memo for bid #25-072-FM. (\$160,450 for Facilities Management, \$23,705 for Animal Services, and \$30,000 for the Division of Transportation)

Enacted and approved this 24th of June, 2025 at Wheaton, Illinois.

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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#: 25-1469	RFP, BID, QUOTE OR RENEWAL #: 25-072-FM	INITIAL TERM WITH RENEWALS: 2 YRS + 1 X 2 YR TERM PERIOD	INITIAL TERM TOTAL COST: \$214,155.00
COMMITTEE: PUBLIC WORKS	TARGET COMMITTEE DATE: 06/17/2025	PROMPT FOR RENEWAL: 3 MONTHS	CONTRACT TOTAL COST WITH ALL RENEWALS: \$428,310.00
	CURRENT TERM TOTAL COST: \$214,155.00	MAX LENGTH WITH ALL RENEWALS: FOUR YEARS	CURRENT TERM PERIOD: INITIAL TERM
Vendor Information		Department Information	
VENDOR: A&P Grease Trappers, Inc.	VENDOR #: 12241	DEPT: Facilities Management	DEPT CONTACT NAME: Mary Ventrella
VENDOR CONTACT: Nicole Sliger	VENDOR CONTACT PHONE: 630-231-0905	DEPT CONTACT PHONE #: 630-407-5705	DEPT CONTACT EMAIL: mary.ventrella@dupagecounty.gov
VENDOR CONTACT EMAIL: info@apgreasetrappers.com	VENDOR WEBSITE:	DEPT REQ #:	
Overview			
DESCRIPTION Identify scope of work, item(s) being purchased, total cost and type of procurement (i.e., lowest bid, RFP, renewal, sole source, etc.). Recommendation for the approval of a contract to A&P Grease Trappers, Inc, for sanitary, grease trap and storm basin pumping, jetting, and cleaning, as needed for the County campus, for Facilities Management, for the two-year period June 25, 2025 through June, 24 2027, for a total contract amount not to exceed \$214,155.00, per lowest responsible bid accepted in the best interest of the county, per staff's decision memo for bid #25-072-FM, (\$160,450 for Facilities Management, \$23,705 for Animal Services, and \$30,000 for the Division of Transportation)			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished A contract for sanitary, grease trap and storm basin pumping, jetting, and cleaning is needed to prevent odorous backup, expensive repairs, and to avoid any potential health issues.			

### SECTION 2: DECISION MEMO REQUIREMENTS

DECISION MEMO NOT REQUIRED	Select an item from the following dropdown menu to identify why a Decision Memo (Section 3) is not required.
DECISION MEMO REQUIRED	Select an item from the following dropdown menu to identify why a Decision Memo (Section 3) is required.
OTHER THAN LOWEST BID	

### SECTION 3: DECISION MEMO

SOURCE SELECTION	Describe method used to select source. Best interest of the County due to cost.
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. Staff recommends proceeding with the next lowest responsible bidder. A&P Grease Trappers has been used by the County in the past and their work has proven reliable and satisfactory. 2. Proceed with the lowest bidder and spend a significant amount of additional money. 3. Do nothing, which staff does not recommend.

## SECTION 4: SOLE SOURCE MEMO/JUSTIFICATION

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

## SECTION 5: Purchase Requisition Information

<i>Send Purchase Order To:</i>		<i>Send Invoices To:</i>	
Vendor: A&P Grease Trappers, Inc.	Vendor#: 12241	Dept: Facilities Management	Division:
Attn: Nicole Sliger	Email: info@apgreasetrappers.com	Attn:	Email: FMAccountsPayable@dupagecounty.gov
Address: 801 N. Raddant Road	City: Batavia	Address: 421 N. County Farm Road	City: Wheaton
State: IL	Zip: 60510	State: IL	Zip: 60187
Phone: (630) 231-0905	Fax:	Phone: 630-407-5700	Fax: 630-407-5701
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: A&P Grease Trappers, Inc.	Vendor#: 12241	Dept: Facilities Management	Division:
Attn:	Email:	Attn:	Email:
Address: PO Box 456	City: West Chicago	Address: various locations	City: Wheaton
State: IL	Zip: 60186	State: IL	Zip: 60187
Phone:	Fax:	Phone:	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Jun 25, 2025	Contract End Date (PO25): Jun 24, 2027

Purchase Requisition Line Details											
LN	Qty	UOM	Item Detail (Product #)	Description	FY	Company	AU	Acct Code	Sub-Accts/ Activity Code	Unit Price	Extension
1	1	LO		Facilities Management	FY25	1000	1100	53300		33,483.33	33,483.33
2	1	LO		Animal Sevices	FY25	1100	1300	53300		5,926.25	5,926.25
3	1	LO		Division of Transportation-140	FY25	1500	3510	53300		5,500.00	5,500.00
4	1	LO		Division of Transportation-180	FY25	1500	3520	53300		3,000.00	3,000.00
5	1	LO		Facilities Management	FY26	1000	1100	53300		53,483.33	53,483.33
6	1	LO		Animal Services	FY26	1100	1300	53300		11,852.50	11,852.50
7	1	LO		Division of Transportation-140	FY26	1500	3510	53300		7,000.00	7,000.00
8	1	LO		Division of Transportation-180	FY26	1500	3520	53300		6,000.00	6,000.00
9	1	LO		Facilities Management	FY27	1000	1100	53300		73,483.34	73,483.34
10	1	LO		Animal Services	FY27	1100	1300	53300		5,926.25	5,926.25
11	1	LO		Division of Transportation-140	FY27	1500	3510	53300		5,500.00	5,500.00
12	1	LO		Division of Transportation-180	FY27	1500	3520	53300		3,000.00	3,000.00
<b><i>FY is required, ensure the correct FY is selected.</i></b>										Requisition Total	\$ 214,155.00

Comments	
HEADER COMMENTS	Provide comments for P020 and P025. Provide sanitary, grease trap and storm basin pumping, jetting, and cleaning, as needed for the County campus.
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO. Send PO to Vendor, Mary Ventrella, Cathie Figlewski, Clara Gomez, Kathy (Black) Curcio, and Kristie Lecaros
INTERNAL NOTES	Provide comments for department internal use (not for P020 and P025). Comments will not appear on PO. Public Works Committee: 06/17/25 DOT Committee: 06/17/25 Animal Services 06/17/25 County Board: 06/24/25
APPROVALS	Department Head signature approval for procurements under \$15,000. Procurement Officer Approval for ETSB.





THE COUNTY OF DUPAGE  
FINANCE - PROCUREMENT  
SANITARY, GREASE TRAP AND STORM BASIN, JETTING AND CLEANING 25-072-FM  
BID TABULATION

✓

			A&P Grease Trappers Inc.		All City Environmental Services, Inc.		The Stone Group	
NO.	ITEM	QTY	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE
SECTION 1 - PUMPS								
1	2 basins cleaned & jetted. Jetting approx. 200 ft.	2	\$ 225.00	\$ 450.00	\$ 884.82	\$ 1,769.64	\$ 1,450.00	\$ 2,900.00
2	Storm basin & trough drains pumped cleaned & jetted. Storm basin size 4' X 10'	8	\$ 225.00	\$ 1,800.00	\$ 643.51	\$ 5,148.08	\$ 1,940.00	\$ 15,520.00
3	Grease trap 55 gal. 21" X 30" X 33-1/2" cleaned and pumped	18	\$ 225.00	\$ 4,050.00	\$ 201.10	\$ 3,619.80	\$ 1,940.00	\$ 34,920.00
4	Storm pit 5' X9'	2	\$ 225.00	\$ 450.00	\$ 201.10	\$ 402.20	\$ 1,455.00	\$ 2,910.00
5	Sewage pit 3' X 10'	2	\$ 125.00	\$ 250.00	\$ 201.10	\$ 402.20	\$ 1,455.00	\$ 2,910.00
6	Storm water basin 3' X 4' pumped	2	\$ 125.00	\$ 250.00	\$ 201.10	\$ 402.20	\$ 1,455.00	\$ 2,910.00
7	Triple basin 4' X 8' X 12" deep pumped and cleaned	4	\$ 300.00	\$ 1,200.00	\$ 723.95	\$ 2,895.80	\$ 1,940.00	\$ 7,760.00
8	Triple basin 3-4' X 8' X 12" deep pumped and cleaned	4	\$ 300.00	\$ 1,200.00	\$ 723.95	\$ 2,895.80	\$ 1,940.00	\$ 7,760.00
9	Sewage ejector pit 5' X 18" pumped & cleaned	24	\$ 450.00	\$ 10,800.00	\$ 723.95	\$ 17,374.80	\$ 1,940.00	\$ 46,560.00
10	Sewage ejector pit 5'5" X 8' pumped & cleaned	24	\$ 550.00	\$ 13,200.00	\$ 884.82	\$ 21,235.68	\$ 1,940.00	\$ 46,560.00
11	Storm pit 4' X 8' pumped	2	\$ 225.00	\$ 450.00	\$ 201.10	\$ 402.20	\$ 1,940.00	\$ 3,880.00
12	Lift station 5' x 13' pumped and cleaned	2	\$ 325.00	\$ 650.00	\$ 522.85	\$ 1,045.70	\$ 1,940.00	\$ 3,880.00
13	Grease trap 35 gal. 40" X 22" X 24" cleaned and pumped	18	\$ 130.00	\$ 2,340.00	\$ 160.88	\$ 2,895.84	\$ 1,455.00	\$ 26,190.00
14	Sewage lift station basin size 6' X 15' pumped	18	\$ 474.50	\$ 8,541.00	\$ 587.20	\$ 10,569.60	\$ 1,940.00	\$ 34,920.00
15	Three (3) sewage basins 4' X 8' jetted and cleaned between manholes and into lift station 6" pipe X 400'	18	\$ 1,267.00	\$ 22,806.00	\$ 1,568.55	\$ 28,233.90	\$ 1,940.00	\$ 34,920.00
16	Grease trap approximately 75 gal. 3' X 2' X 5'16" pumped	18	\$ 225.00	\$ 4,050.00	\$ 297.62	\$ 5,357.16	\$ 1,455.00	\$ 26,190.00
17	Lift station 5'x10' basin pumped and cleaned	2	\$ 365.00	\$ 730.00	\$ 361.97	\$ 723.94	\$ 1,455.00	\$ 2,910.00
18	Storm Water basin 4'x10' pumped and cleaned	2	\$ 225.00	\$ 450.00	\$ 361.97	\$ 723.94	\$ 1,455.00	\$ 2,910.00
19	Sewage pit 6'x10' pumped and cleaned	2	\$ 225.00	\$ 450.00	\$ 361.97	\$ 723.94	\$ 1,455.00	\$ 2,910.00
20	Main line 100' jetted	2	\$ 475.00	\$ 950.00	\$ 241.32	\$ 482.64	\$ 1,455.00	\$ 2,910.00
21	Two (2) manholes cleaned & jetted	8	\$ 475.00	\$ 3,800.00	\$ 723.95	\$ 5,791.60	\$ 1,940.00	\$ 15,520.00
22	Five (5) storm basins pumped	2	\$ 74.45	\$ 148.90	\$ 1,005.48	\$ 2,010.96	\$ 3,880.00	\$ 7,760.00
23	Grease Trap 35 gal. 33" x 25" x 25"	4	\$ 110.50	\$ 442.00	\$ 136.75	\$ 547.00	\$ 1,455.00	\$ 5,820.00
24	Jetted 50' line to basin	18	\$ 97.50	\$ 1,755.00	\$ 120.66	\$ 2,171.88	\$ 1,434.00	\$ 25,812.00
25	Washing machines three (3) triple basins pumped and cleaned	8	\$ 125.00	\$ 1,000.00	\$ 201.10	\$ 1,608.80	\$ 1,455.00	\$ 11,640.00
26	Twelve (12) sump pump pits cleaned	2	\$ 179.93	\$ 359.86	\$ 2,413.15	\$ 4,826.30	\$ 5,820.00	\$ 11,640.00
27	Three (3) sump pump pits cleaned	2	\$ 475.00	\$ 950.00	\$ 608.12	\$ 1,216.24	\$ 1,940.00	\$ 3,880.00
28	Grease trap basin 5' X 11' pumped out and cleaned	18	\$ 180.00	\$ 3,240.00	\$ 289.58	\$ 5,212.44	\$ 1,940.00	\$ 34,920.00
29	Garbage Compactor drained, cleaned & jetted. Approximately 30'	8	\$ 1,300.00	\$ 10,400.00	\$ 522.85	\$ 4,182.80	\$ 2,425.00	\$ 19,400.00
30	Three (3) manholes cleaned & jetted	18	\$ 682.50	\$ 12,285.00	\$ 844.60	\$ 15,202.80	\$ 2,425.00	\$ 43,650.00
31	Six (6) manholes cleaned & jetted 850' of pipe	8	\$ 2,632.50	\$ 21,060.00	\$ 3,257.76	\$ 26,062.08	\$ 5,820.00	\$ 46,560.00
32	Sewage pit pumped & cleaned 5' X 10' Basin	8	\$ 325.00	\$ 2,600.00	\$ 522.85	\$ 4,182.80	\$ 1,940.00	\$ 15,520.00
33	Lift station sewage pit 5'x10' pumped & cleaned	2	\$ 365.00	\$ 730.00	\$ 442.41	\$ 884.82	\$ 1,940.00	\$ 3,880.00
34	Lift station sewage pit 5'x8' pumped & cleaned	2	\$ 275.00	\$ 550.00	\$ 442.41	\$ 884.82	\$ 1,940.00	\$ 3,880.00
35	Grease Trap 17 gal. 20" x 30"	2	\$ 85.00	\$ 170.00	\$ 136.75	\$ 273.50	\$ 1,455.00	\$ 2,910.00





THE COUNTY OF DUPAGE  
FINANCE - PROCUREMENT  
SANITARY, GREASE TRAP AND STORM BASIN, JETTING AND CLEANING 25-072-FM  
BID TABULATION

NO.	ITEM	QTY	A&P Grease Trappers Inc.		All City Environmental Services, Inc.		The Stone Group	
			PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE
36	Storm water basin 5'x8' pumped & cleaned	2	\$ 90.12	\$ 180.24	\$ 361.97	\$ 723.94	\$ 1,940.00	\$ 3,880.00
37	Three (3) basins pumped out 17" X 32"	4	\$ 487.50	\$ 1,950.00	\$ 603.29	\$ 2,413.16	\$ 1,455.00	\$ 5,820.00
38	Three (3) basins pumped out 17" X 32"	8	\$ 375.00	\$ 3,000.00	\$ 603.29	\$ 4,826.32	\$ 1,455.00	\$ 11,640.00
39	One (1) medium holding tank pumped out	52	\$ 162.50	\$ 8,450.00	\$ 201.10	\$ 10,457.20	\$ 1,940.00	\$ 100,880.00
40	Triple basin 24'x4' cleaned, pumped, & jetted	6	\$ 487.50	\$ 2,925.00	\$ 603.29	\$ 3,619.74	\$ 1,940.00	\$ 11,640.00
41	Trough drain 15' cleaned & jetted	6	\$ 357.50	\$ 2,145.00	\$ 442.41	\$ 2,654.46	\$ 1,940.00	\$ 11,640.00
42	Base pumped & cleaned 21" X 24" deep	2	\$ 292.50	\$ 585.00	\$ 361.97	\$ 723.94	\$ 1,455.00	\$ 2,910.00
43	Kennel troughs five (5) rooms 28' long grates, center has small basin, 6" X 24" deep pumped & jetted	8	\$ 292.50	\$ 2,340.00	\$ 1,246.80	\$ 9,974.40	\$ 2,910.00	\$ 23,280.00
44	Two (2) basins cleaned & jetted North side of the bldg. to main. Approximately 350'	8	\$ 550.00	\$ 4,400.00	\$ 884.82	\$ 7,078.56	\$ 1,455.00	\$ 11,640.00
45	Three (3) basins cleaned & jetted East side of the bldg. to main. Approximately 350'	8	\$ 1,755.00	\$ 14,040.00	\$ 844.60	\$ 6,756.80	\$ 1,455.00	\$ 11,640.00
46	Trough drains 136' plus center grate cleaned & pumped plus one center basin in the middle of the troughs. (three (3) drains total) three (3) equals 408' of jetting, three (3) center grates & three (3) manhole basins	6	\$ 1,007.50	\$ 6,045.00	\$ 2,171.84	\$ 13,031.04	\$ 3,880.00	\$ 23,280.00
47	Three (3) triple basins cleaned & pumped	8	\$ 682.50	\$ 5,460.00	\$ 1,246.80	\$ 9,974.40	\$ 3,880.00	\$ 31,040.00
48	Three (3) manholes cleaned & jetted	8	\$ 216.67	\$ 1,733.36	\$ 844.60	\$ 6,756.80	\$ 2,910.00	\$ 23,280.00
49	4'x10' basin pump and cleaned	4	\$ 350.00	\$ 1,400.00	\$ 361.97	\$ 1,447.88	\$ 1,940.00	\$ 7,760.00
50	Holding tank for trough drains pumped (1500 gal)	2	\$ 1,040.00	\$ 2,080.00	\$ 563.07	\$ 1,126.14	\$ 1,940.00	\$ 3,880.00
51	Three (3) basins cleaned & pumped, triple basin cleaned & pumped	12	\$ 390.00	\$ 4,680.00	\$ 1,287.01	\$ 15,444.12	\$ 1,940.00	\$ 23,280.00
52	Trough drains cleaned & jetted 100'	12	\$ 487.50	\$ 5,850.00	\$ 482.63	\$ 5,791.56	\$ 2,425.00	\$ 29,100.00
53	Lift Station Sewage Pit 4' x 8' Pumped & Cleaned	8	\$ 225.00	\$ 1,800.00	\$ 603.29	\$ 4,826.32	\$ 2,425.00	\$ 19,400.00
<b>SECTION 2 - ROADWAYS</b>								
54	Roadways around the campus. Twenty-five (25) storm basins cleaned and jetted as needed.	50	\$ 850.00	\$ 42,500.00	\$ 201.10	\$ 10,055.00	\$ 970.00	\$ 48,500.00
<b>SECTION 3 - EMERGENCY CALLOUT</b>								
55	Emergency Callout Monday - Friday, normal business hours (6:00 a.m. - 4:30 p.m.) including Vac/Jet truck and operator to include Jetting and complete pumping of any one of the above Basins.	100	\$ 850.00	\$ 85,000.00	\$ 241.32	\$ 24,132.00	\$ 485.00	\$ 48,500.00
56	Emergency Callout Evenings & Saturdays, including Vac/Jet truck and Operator to include jetting and complete pumping of only one of the above Basins.	60	\$ 950.00	\$ 57,000.00	\$ 281.53	\$ 16,891.80	\$ 525.00	\$ 31,500.00
57	Emergency Callout Sundays & Holidays, including Vac/Jet truck and operator (Sundays & Holidays) to include jetting and complete pumping of any one of the above Basins.	20	\$ 950.00	\$ 19,000.00	\$ 361.97	\$ 7,239.40	\$ 610.00	\$ 12,200.00
58	Charge per Emergency Callout, including travel charge.	20	\$ 200.00	\$ 4,000.00	\$ 241.32	\$ 4,826.40	\$ 485.00	\$ 9,700.00
<b>SECTION 4 - NON-EMERGENCY CALLOUT</b>								
59	Non-Emergency Callout Monday - Friday, Normal Business Hours (6:00 a.m. - 4:30 p.m.)	80	\$ 700.00	\$ 56,000.00	\$ 361.97	\$ 28,957.60	\$ 485.00	\$ 38,800.00
<b>SECTION 5 - MISCELLANEOUS WORK</b>								
60	Jet 100' Line	20	\$ 475.00	\$ 9,500.00	\$ 804.38	\$ 16,087.60	\$ 1,275.00	\$ 25,500.00
61	Pump 100 gallons	20	\$ 325.00	\$ 6,500.00	\$ 402.19	\$ 8,043.80	\$ 1,455.00	\$ 29,100.00



THE COUNTY OF DUPAGE  
FINANCE - PROCUREMENT  
SANITARY, GREASE TRAP AND STORM BASIN, JETTING AND CLEANING 25-072-FM  
BID TABULATION

✓

			A&P Grease Trappers Inc.		All City Environmental Services, Inc		The Stone Group	
NO.	ITEM	QTY	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE
GRAND TOTAL				\$ 483,121.36		\$ 405,224.28		\$ 1,164,912.00

NOTES

- A&P Grease Trappers Inc. Bid Tabulation was adjusted to correct for submission errors:
  - NO. 2, when multiplied, (\$225.00 x 8 = \$1,800.00), resulted in an increase of \$900.00.
  - NO. 13, when multiplied, (\$130.00 x 18 = \$2,340.00), resulted in an increase of \$1,170.00.
  - NO. 13, when multiplied, (\$130.00 x 18 = \$2,340.00), resulted in an increase of \$1,170.00.
  - NO. 21, when multiplied, (\$475.00 x 8 = \$3,800.00), resulted in an increase of \$2,850.00.
  - NO. 22, when multiplied, (\$74.45 x 2 = \$148.90), resulted in a decrease of \$14,741.10.
  - NO. 28, when multiplied, (\$180.00 x 18 = \$3,240.00), resulted in an increase of \$1,800.00.
  - NO. 38, when multiplied, (\$375.00 x 8 = \$3,000.00), resulted in a decrease of \$24.00.
  - NO. 52, when multiplied, (\$487.50 x 12 = \$5,850.00), resulted in an increase of \$1,950.00.
  - NO. 55, when multiplied, (\$850.00 x 100 = \$85,000.00), resulted in an increase of \$76,500.00.
  - NO. 57, when multiplied, (\$950.00 x 20 = \$19,000.00), resulted in a decrease of \$38,000.00.
- The Stone Group Bid Tabulation was adjusted to correct for submission errors:
  - NO. 1, when multiplied, (\$1,450.00 x 2 = \$2,900.00), resulted in a decrease of \$10.00.
  - NO. 24, when multiplied, (\$1,434.00 x 18 = \$25,812.00), resulted in a decrease of \$8.00.
  - NO. 30, when multiplied, (\$2,425.00 x 18 = \$43,650.00), resulted in an increase of \$90.00.
  - NO. 49, when multiplied, (\$1,940.00 x 4 = \$7,760.00), resulted in an increase of \$5,000.00.
  - NO. 50, when multiplied, (\$1940.00 x 2 = \$3,880.00), resulted in an increase of \$60.00.
  - GRAND TOTAL was corrected from \$1,164,870.00 to \$1,164,912.00.

Bid Opening 5/21/2025 @ 11:00 A.M.	VC, SR
Invitations Sent	20
Total Vendors Requesting Documents	0
Total Bid Responses	3



## BID PRICING FORM

### Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	25-072-FM
COMPANY NAME:	A&P Grease Trappers Inc.
CONTACT PERSON:	Patrick Sliger
CONTACT EMAIL:	info@apgreasetrappers.com

### Section II: Pricing

Quantities listed are estimates only and are provided for canvassing purposes. Contractors may bid on one or more categories. The County reserves the right to award by total bid, by single item or by any combination of items, in accordance with our language in the Bid Document relating to Contractor selection (or rejection) in the best interest of the County of DuPage. The listed quantities are for a two-year period.

PUMP #	LOCATION	DESCRIPTION	QTY	PRICE	EXTENDED PRICE
<b>SECTION 1 - PUMPS</b>					
1	421 N. County Farm Rd (Front of Bldg. along County Farm Rd.)	2 basins cleaned & jetted. Jetting approx. 200 ft. One (1) time per year OR as needed.	2	\$ 225.00	\$ 450.00
2	421 N. County Farm Rd. (North Dock)	Storm basin & trough drains pumped cleaned & jetted. Storm basin size 4' X 10'. Four (4) times per year	8	\$ 225.00	\$ 900.00
3	421 N. County Farm Rd. (1 <sup>st</sup> floor by utility elevator)	Grease trap 55 gal. 21" X 30" X 33-1/2" cleaned and pumped (must be done early in the a.m.). Every six (6) weeks	18	\$ 225.00	\$ 4,050.00
4	421 N. County Farm Rd. (North Mechanical Room)	Storm pit 5' X 9'. One (1) time per year OR as needed.	2	\$ 225.00	\$ 450.00
5	421 N. County Farm Rd. (North Mechanical Room)	Sewage pit 3' X 10'. One (1) time per year OR as needed.	2	\$ 125.00	\$ 250.00
6	421 N. County Farm Rd. (Tunnel-4 Various locations)	Storm water basin 3' X 4' pumped. One (1) time per year OR as needed.	2	\$ 125.00	\$ 250.00
7	479 N. County Farm Rd. (Lower-level parking garage)	Triple basin 4' X 8' X 12" deep pumped and cleaned. Two (2) times per year.	4	\$ 300.00	\$ 1,200.00
8	509 N. County Farm Rd. (East side of bldg. outside parking garage)	Triple basin 3-4' X 8' X 12" deep pumped and cleaned. Two (2) times per year.	4	\$ 300.00	\$ 1,200.00



PUMP #	LOCATION	DESCRIPTION	QTY	PRICE	EXTENDED PRICE
9	501 N. County Farm Rd. (North side of jail bldg. A- side)	Sewage ejector pit 5' X 18' pumped & cleaned. Every four (4) weeks.	24	\$ 450.00	\$ 10,800.00
10	501 N. County Farm Rd. (Jail B-side in basement)	Sewage ejector pit 5'5" X 8' pumped & cleaned. Every four (4) weeks.	24	\$ 550.00	\$ 13,200.00
11	501 N. County Farm Rd. (Jail B in basement)	Storm pit 4' X 8' pumped. One (1) time per year OR as needed.	2	\$ 225.00	\$ 450.00
12	501 N. County Farm Rd. (Jail A-side in basement by fire pumps)	Lift station 5' x 13' pumped and cleaned. One (1) time per year.	2	\$ 325.00	\$ 650.00
13	501 N. County Farm Rd. (Jail B-side Kitchen)	Grease trap 35 gal. 40" X 22" X 24" cleaned and pumped (must be done early in the a.m.). Every six (6) weeks.	18	\$ 130.00	\$ 1,170.00
14	505 N. County Farm Rd. (Fence area)	Sewage lift station basin size 6' X 15' pumped. Every six (6) weeks.	18	\$ 474.50	\$ 8,541.00
15	505 N. County Farm Rd. (West side of bldg. next to fence)	Three (3) sewage basins 4' X 8' jetted and cleaned between manholes and into lift station 6" pipe X 400'. Every six (6) weeks.	18	\$ 1,267.00	\$ 22,806.00
16	505 N. County Farm Rd. (Kitchen)	Grease trap approximately 75 gal. 3' X 2' X 5' 16 pumped. (Must be done early in the a.m.). Every six (6) weeks.	18	\$ 225.00	\$ 4,050.00
17	505 N. County Farm Rd. (Inside-North Mechanical Room)	Lift station 5'x10' basin pumped and cleaned. One (1) time per year.	2	\$ 365.00	\$ 730.00
18	503 N. County Farm Rd. (West Side)	Storm Water basin 4'x10' pumped and cleaned. One (1) time per year OR as needed.	2	\$ 225.00	\$ 450.00
19	503 N. County Farm Rd. (West Side)	Sewage pit 6'x10' pumped and cleaned. One (1) time per year OR as needed.	2	\$ 225.00	\$ 450.00
20	424 N. County Farm Rd. (Main Line East Side)	Main line 100' jetted. One (1) time per year.	2	\$ 475.00	\$ 950.00
21	424 N. County Farm Rd. (Main Line West Side)	Two (2) manholes cleaned & jetted. Four (4) times per year.	8	\$ 475.00	\$ 950.00
22	424 N. County Farm Rd. (Inside)	Five (5) storm basins pumped. One (1) time per year OR as needed.	2	\$ 74.45	\$ 148.90.00
23	420 N County Farm Rd. (Inside kitchen)	Grease Trap 35 gal. 33" x 25" x 25". Two (2) times per year.	4	\$ 110.50	\$ 442.00
24	414 N. County Farm Rd. (Surgical Suite)	Jetted 50' line to basin. Every 6 weeks.	18	\$ 97.50	\$ 1,755.00
25	414 N. County Farm Rd. (Sally Port)	Washing machines three (3) triple basins pumped and cleaned. Four (4) times per year.	8	\$ 125.00	\$ 1,000.00
26	410 N. County Farm Rd. (Tunnel Area)	Twelve (12) sump pump pits cleaned. One (1) time per year OR as needed.	2	\$ 179.93	\$ 359.86
27	410 N. County Farm Rd. (Lower Level)	Three (3) sump pump pits cleaned. One (1) time per year OR as needed.	2	\$ 475.00	\$ 950.00



PUMP #	LOCATION	DESCRIPTION	QTY	PRICE	EXTENDED PRICE
28	400 N. County Farm Rd. (Outside on west side of bldg.)	Grease trap basin 5' X 11' pumped out and cleaned. Every 6 weeks.	18	\$ 180.00	\$ 1,440.00
29	400 N. County Farm Rd. (Outside on west side of bldg.)	Garbage Compactor drained, cleaned & jetted. Approximately 30'. Four (4) times per year.	8	\$ 1,300.00	\$ 10,400.00
30	400 N. County Farm Rd. (West side of bldg.)	Three (3) manholes cleaned & jetted. Every 6 weeks.	18	\$ 682.50	\$ 12,285.00
31	400 N. County Farm Rd. (East side of bldg. in gated area)	Six (6) manholes cleaned & jetted. 850' of pipe. Four (4) times per year.	8	\$ 2,632.50	\$ 21,060.00
32	400 N. County Farm Rd. (South Mechanical Room. Ground Floor)	Sewage pit pumped & cleaned 5' X 10' Basin. Four (4) times per year.	8	\$ 325.00	\$ 2,600.00
33	400 N. County Farm Rd. (Inside -Southeast Mechanical Room)	Lift station sewage pit 5'x10' pumped & cleaned. One (1) time per year.	2	\$ 365.00	\$ 730.00
34	400 N. County Farm Rd. (Inside -Northeast Mechanical Room)	Lift station sewage pit 5'x8' pumped & cleaned. One (1) time per year OR as needed.	2	\$ 275.00	\$ 550.00
35	400 N. County Farm Rd. (Kitchen- slop sink storage area)	Grease Trap 17 gal, 20" x 30". Two (2) times per year.	2	\$ 85.00	\$ 170.00
36	400 N. County Farm Rd. (Northeast Mechanical Room)	Storm water basin 5'x8' pumped & cleaned. One (1) time per year OR as needed.	2	\$ 90.12	\$ 180.24
37	200 N. County Farm Rd. (East side of garage)	Three (3) basins pumped out 17" X 32". Two (2) times per year.	4	\$ 487.50	\$ 1,950.00
38	200 N. County Farm Rd. (West side of garage)	Three (3) basins pumped out 17" X 32". Four (4) times per year.	8	\$ 375.00	\$ 3,024.00
39	170 N. County Farm Rd. (Off Manchester Rd.)	One (1) medium holding tank pumped out. Every 2 weeks.	52	\$ 162.50	\$ 8,450.00
40	170 N. County Farm Rd. (Off Manchester Rd.)	Triple basin 24'x4' cleaned, pumped, & jetted. Three (3) times per year OR as needed.	6	\$ 487.50	\$ 2,925.00
41	170 N. County Farm Rd. (Off Manchester Rd.)	Trough drain 15' cleaned & jetted. Three (3) times per year OR as needed.	6	\$ 357.50	\$ 2,145.00
42	2255 Manchester Road	Base pumped & cleaned 21" X 24" deep. One (1) time per year.	2	\$ 292.50	\$ 585.00
43	2255 Manchester Road	Kennel troughs five (5) rooms 28' long grates, center has small basin, 6" X 24" deep pumped & jetted. Four (4) times per year.	8	\$ 292.50	\$ 2,340.00
44	2255 Manchester Road	Two (2) basins cleaned & jetted North side of bldg. to main. Approximately 350'. Four (4) times per year.	8	\$ 550.00	\$ 4,400.00
45	2255 Manchester Road	Three (3) basins cleaned & jetted East side of bldg. to main. Approximately 350'. Four (4) times per year.	8	\$ 1,755.00	\$ 14,040.00



PUMP #	LOCATION	DESCRIPTION	QTY	PRICE	EXTENDED PRICE
46	140 N. County Farm Rd. (Inside)	Trough drains 136' plus center grate cleaned & pumped plus one center basin in the middle of the troughs. (three (3) drains total) three (3) equals 408' of jetting, three (3) center grates & three (3) manhole basins. Three (3) times per year.	6	\$ 1,007.50	\$ 6,045.00
47	140 N. County Farm Rd. (East wall center of building)	Three (3) triple basins cleaned & pumped. Four (4) times per year.	8	\$ 682.50	\$ 5,460.00
48	140 N. County Farm Rd. (Inside)	Three (3) manholes cleaned & jetted. Four (4) times per year.	8	\$ 216.67	\$ 1,733.36
49	140 N. County Farm Rd. (Inside East Mechanical Room Lift Station)	4'x10' basin pump and cleaned. Two (2) times per year.	4	\$ 350.00	\$ 1,400.00
50	Fueling Station (Outside)	Holding tank for trough drains pumped (1500 gal). One (1) time per year OR as needed.	2	\$ 1,040.00	\$ 2,080.00
51	180 N. County Farm Rd. (Inside)	Three (3) basins cleaned & pumped; triple basin cleaned & pumped. Six (6) times per year.	12	\$ 390.00	\$ 4,680.00
52	180 N. County Farm Rd. (East side by overhead doors)	Trough drains cleaned & jetted 100'. Six (6) times per year.	12	\$ 487.50	\$ 3,900.00
53	180 N. County Farm Rd. (Inside)	Lift Station Sewage Pit 4' x 8' Pumped & Cleaned. Four (4) times per year.	8	\$ 225.00	\$ 1,800.00
<b>SECTION 2 – ROADWAYS</b>					
54	DuPage County Campus	Roadways around the campus. Twenty-five (25) storm basins cleaned and jetted AS NEEDED.	50	\$ 850.00	\$ 42,500.00
<b>SECTION 3 - EMERGENCY CALLOUT</b>					
55	DuPage County Campus	Emergency Callout Monday – Friday, normal business hours (6:00am – 4:30pm) including Vac/Jet truck and operator to include Jetting and complete pumping of any one of the above Basins. 50 hours per year.	100	\$ 850.00	\$ 8,500.00
56	DuPage County Campus	Emergency Callout Evenings & Saturdays, including Vac/Jet truck and Operator to Include jetting and complete pumping of only one of the above Basins. 30 hours per year.	60	\$ 950.00	\$ 57,000.00
57	DuPage County Campus	Emergency Callout Sundays & Holidays, including Vac/Jet truck and operator (Sundays & Holidays) to include jetting and complete pumping of any one of the above Basins. 10 hours per year.	20	\$ 950.00	\$ 57,000.00
58	DuPage County Campus	Charge per Emergency Callout, including travel charge. 10 callouts per year.	20	\$ 200.00	\$ 4,000.00

PUMP #	LOCATION	DESCRIPTION	QTY	PRICE	EXTENDED PRICE
<b>SECTION 4 - NON-EMERGENCY CALLOUT</b>					
59	DuPage County Campus	Non-Emergency Callout Monday – Friday, normal Business Hours (6:00am – 4:30pm) including Vac/Jet truck and operator to include jetting and complete pumping of any one of the areas not listed above. 40 hours per year.	80	\$ 700.00	\$ 56,000.000
<b>SECTION 5 - MISCELLANEOUS WORK (IF NEEDED DURING NORMAL HOURS 6:00AM-4:30PM)</b>					
60	DuPage County Campus	Jet 100' Line. Ten (10) times per year OR As Needed	20	\$ 475.00	\$ 9,500.00
61	DuPage County Campus	Pump 100 gallons. Ten (10) times per year OR As Needed	20	\$ 325.00	\$ 6,500.00
<b>GRAND TOTAL</b>					\$
<b>GRAND TOTAL (In words)</b>					

### Section III: Certification

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

Printed Name: Nicole Sliger Signature: [REDACTED]

Title: Manager Date: 5/7/2025





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

## DISPOSAL METHODS FORM

### Section I: Contact Information

Complete the contact information below.

BID NUMBER:	25-072-FM
COMPANY NAME:	A&P Grease Trappers Inc.
CONTACT PERSON:	Nicole Sliger
CONTACT EMAIL:	Info@apgreasetrappers.com

### Section II: Provide Disposal Methods in the space below for the following materials

1. Material from sanitary sewers

Kishwaukee Water Reclamation District  
801 Sycamore Rd  
Dekalb, IL 60115

2. Material from grease traps/basins

Kishwaukee Water Reclamation District  
801 Sycamore Rd  
Dekalb, IL 60115

Glenbard Wastewater Authority  
945 Bemis Road | Glen Ellyn, IL 60137  
Office: (630) 790-1901 Ext. #142  
Fax: (630) 858-8119


3. Parking structure basins

Kishwaukee Water Reclamation District  
801 Sycamore Rd  
Dekalb, IL 60115

**Section III: Certification**

By signing below, the Bidder certifies that the information submitted on this form is true and correct to the best of its knowledge.

Printed Name: Nicole Sliger

Signature: 

Title: Manager

Date: 5/7/2025





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

## MANDATORY FORM

### Section I: Contact Information

Complete the contact information below.

BID NUMBER:	25-072-FM
COMPANY NAME:	A&P Grease Trappers Inc.
MAIN ADDRESS:	801 N Raddant Rd
CITY, STATE, ZIP CODE:	Batavia, IL, 60510
TELEPHONE NO.:	630-231-0905
BID CONTACT PERSON:	Nicole Sliger
CONTACT EMAIL:	info@apgreasetrappers.com

### Section II: Contract Administration Information

Complete the contract administration information below.

CORRESPONDENCE TO CONTRACTOR:		REMIT TO CONTRACTOR:	
NAME:		NAME:	Johana Rios
CONTACT:		CONTACT:	
ADDRESS:		ADDRESS:	801 N Raddant Rd
CITY, ST., ZIP:		CITY, ST., ZIP:	Batavia, IL 60510
PHONE NO.:		PHONE NO.:	630-231-0905
EMAIL:		EMAIL:	Info@apgreasetrappers.com

### Section III: Certification

The undersigned certifies that they are:

☒ The Owner or Sole  
Proprietor

☐ A Member authorized to  
sign on behalf of the  
Partnership

☐ An Officer of the  
Corporation

☐ A Member of the Joint  
Venture

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

\_\_\_\_\_  
(President or Partner)

\_\_\_\_\_  
(Vice-President or Partner)

\_\_\_\_\_  
(Secretary or Partner)

\_\_\_\_\_  
(Treasurer or Partner)

Further, the undersigned declares that the only person or parties interested in this bid as principals are those named herein; that this bid is made without collusion with any other person, firm or corporation; that he has fully examined the proposed forms of agreement and the contract specifications for the above designated purchase, all of which are on file in the office of the Procurement Officer, DuPage County, 421 North County Farm Road, Wheaton, Illinois 60187, and all other documents referred to or mentioned in the contract documents, specifications and attached exhibits, including Addenda No. \_\_\_\_\_, and \_\_\_\_\_ issued thereto.

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

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

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

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

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

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

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

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

Printed Name: Patrick Sliger

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

Title: Pres.

Date: 5/30/25





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

## REQUIRED VENDOR ETHICS DISCLOSURE STATEMENT

### Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	25-072-FM
COMPANY NAME:	A&P Grease Trappers Inc.
CONTACT PERSON:	Nicole Sliger
CONTACT EMAIL:	info@apgreasetrappers.com

### Section II: Procurement Ordinance Requirements

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

Has the Bidder made contributions as described above?

Yes

No

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

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

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

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

Yes

☒ No

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

NAME	PHONE	EMAIL

### **Section III: Violations**

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

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

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

[http://www.dupagecounty.gov/government/county\\_board/ethics\\_at\\_the\\_county/](http://www.dupagecounty.gov/government/county_board/ethics_at_the_county/)

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

[https://www.dupagecounty.gov/government/departments/finance/procurement/procurement\\_ordinance\\_and\\_guiding\\_principles.php](https://www.dupagecounty.gov/government/departments/finance/procurement/procurement_ordinance_and_guiding_principles.php)

### **Section IV: Certification**

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

Printed Name:

Patrice Sliger

Signature:



Title:

President

Date:

5/30/25





## Public Works Requisition \$30,000 and Over

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

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**File #:** PW-P-0015-25

**Agenda Date:** 6/17/2025

**Agenda #:** 14.C.

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AWARDING RESOLUTION ISSUED TO  
SHEFFIELD SAFETY & LOSS CONTROL, LLC  
FOR SAFETY PROGRAM MANAGEMENT SERVICES  
FOR PUBLIC WORKS  
(CONTRACT TOTAL AMOUNT \$150,000)

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

WHEREAS, the Public Works Committee recommends County Board approval for the issuance of a contract to Sheffield Safety & Loss Control, LLC, for Safety Program Management Services, for the period of June 25, 2025 through June 24, 2026, for Public Works

NOW, THEREFORE BE IT RESOLVED, that said contract is for Safety Program Management Services, for the period of June 25, 2025 through June 24, 2026 for Public Works per 25-046-PW, be, and it is hereby approved for the issuance of a contract purchase order by the Procurement Division to Sheffield Safety & Loss Control, LLC., 24216 W. Lockport Street, Plainfield, Illinois. 60544, for a contract total amount of \$150,000.

Enacted and approved this 24th day of June, 2025 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#:	RFP, BID, QUOTE OR RENEWAL #: 25-046-PW	INITIAL TERM WITH RENEWALS: 1 YR + 3 X 1 YR TERM PERIODS	INITIAL TERM TOTAL COST: \$150,000.00
COMMITTEE: PUBLIC WORKS	TARGET COMMITTEE DATE: 06/17/2025	PROMPT FOR RENEWAL:	CONTRACT TOTAL COST WITH ALL RENEWALS: \$600,000.00
	CURRENT TERM TOTAL COST: \$150,000.00	MAX LENGTH WITH ALL RENEWALS: FOUR YEARS	CURRENT TERM PERIOD: INITIAL TERM
Vendor Information		Department Information	
VENDOR: Sheffield Safety and Loss, LLC	VENDOR #: 39176	DEPT: Public Works	DEPT CONTACT NAME: Sean Reese
VENDOR CONTACT: Paul Wojcieszak	VENDOR CONTACT PHONE: 779-234-9207	DEPT CONTACT PHONE #: 630.985-7400	DEPT CONTACT EMAIL: sean.reese@dupagecounty.gov
VENDOR CONTACT EMAIL: wojcieszak@sheffieldsafety.com	VENDOR WEBSITE:	DEPT REQ #:	
Overview			
DESCRIPTION Identify scope of work, item(s) being purchased, total cost and type of procurement (i.e., lowest bid, RFP, renewal, sole source, etc.). Recommendation for the approval of a contract to Sheffield Safety and Loss Company, LLC., for Safety Program Management for various County Departments, for the period of June 25, 2025, to June 24, 2026, for a total contract amount not to exceed \$150,000, per lowest responsible bid #25-046-PW.			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished A Safety Program Manager is required to review and support County employees in maintaining training schedules and making recommendations for safer work environments.			

### 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. A request for proposal was sent out for a Safety Program Manager. We received two responsive, responsible bidders that were evaluated. Based off the evaluation criteria, Sheffield Safety and Loss was selected.
RECOMMENDATION AND TWO ALTERNATIVES	Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request, including status quo, (i.e., take no action). 1. Award Sheffield Safety and Loss Control, LLC the contract for the Safety Program Manager in the amount of \$150,000. 2. Do not award Sheffield Safety and Loss Control and award the second lowest bidder. Not recommended due to the selection committees recommendation and price variation. 3. Do not award the Safety Program Manager bid. Not recommended due to the importance of having a Safety Program Manager on call to review safety procedures and manuals.

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

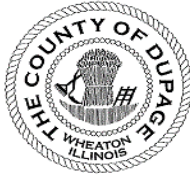
SECTION 5: Purchase Requisition Information			
<i>Send Purchase Order To:</i>		<i>Send Invoices To:</i>	
Vendor: Sheffield Safety and Loss Control, LLC	Vendor#: 39176	Dept: DuPage County Public Works	Division: Public Works
Attn: Paul Wojciezak	Email: wojcieszak@sheffieldsafety.com	Attn: Magda Leonida-Padilla	Email: pwaccountspayable@dupagecount y.gov
Address: 24216 W. Lockport St.	City: Plainfield	Address: 7900 S. Rt. 53	City: Woodridge
State: IL	Zip: 60544	State: IL	Zip: 60517
Phone: 773-525-5532	Fax:	Phone: 630-985-7400	Fax:
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Same As Above	Vendor#: Same As Above	Dept: Same As Above	Division: Same As Above
Attn:	Email:	Attn:	Email:
Address:	City:	Address:	City:
State:	Zip:	State:	Zip:
Phone:	Fax:	Phone:	Fax:
<b>Shipping</b>		<b>Contract Dates</b>	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Jun 25, 2025	Contract End Date (PO25): Jun 24, 2026
Contract Administrator (PO25): Drew Cormican			

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		PW - Safety Program Manager	FY25	2000	2665	53090		15,000.00	15,000.00
2	1	EA		PW - Safety Program Manager	FY26	2000	2665	53090		10,000.00	10,000.00
3	1	EA		SW - Safety Program Manager	FY25	1600	3000	53090		15,000.00	15,000.00
4	1	EA		SW - Safety Program Manager	FY26	1600	3000	53090		10,000.00	10,000.00
5	1	EA		DOT - Safety Program Manager	FY25	1500	3510	53090		15,000.00	15,000.00
6	1	EA		DOT - Safety Program Manager	FY26	1500	3510	53090		10,000.00	10,000.00
7	1	EA		FM - Safety Program Manager	FY25	1000	1100	53090		15,000.00	15,000.00
8	1	EA		FM - Safety Program Manager	FY26	1000	1100	53090		10,000.00	10,000.00
9	1	EA		FIN - Safety Program Manager	FY25	1100	1212	53090		25,000.00	25,000.00
10	1	EA		FIN - Safety Program Manager	FY26	1100	1212	53090		25,000.00	25,000.00
<b><i>FY is required, assure the correct FY is selected.</i></b>										Requisition Total	\$ 150,000.00

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





**THE COUNTY OF DUPAGE  
FINANCE - PROCUREMENT  
SAFETY PROGRAM MANAGER 25-046-PW  
BID TABULATION**

✓

Criteria	Available Points	Sheffield Safety and Loss Control, Inc.	Hygieneering, Inc.
Firm Qualifications	30	28	26
Key Qualifications	25	23	22
Project Understanding	25	24	21
Price	20	20	17
Total	100	96	86

Fee and Rate Proposal (Design Only)	\$ 124,800.00	\$ 148,050.00
Percentage of points	100%	84%
Points awarded (wtd against lowest price)	20	17

**NOTES**

1. John Newquist has been deemed nonresponsive for not including required document(s).
2. National Safety Consulting has been deemed nonresponsive for not including required document(s).
3. Virtelligence, Inc. has been deemed nonresponsive for not including required document(s).

RFP Posted on 4/24/2025	DW, BR, SR
Bid Opened On 5/9/2025, 10:00 A.M. by	
Invitations Sent	162
Total Requesting Documents	1
Total Bid Responses Received	5



May 8, 2025

Attn: Finance Department  
Procurement Division  
The County of DuPage

RE: Invitation #25-046-PW Safety Program Manager Services

Sheffield Safety & Loss Control, LLC. has received the Request for Proposal along with all its addendums and is pleased to submit a proposal for Safety Program Manager Services to the County of DuPage Invitation #25-046-PW. The work tasks identified below will be performed as directed by level of importance as determined by the County of DuPage.

Scope of Services

The Safety Program Manager's responsibilities include, but are not limited to, the following tasks:

- Diagnostic Review of existing Safety Manual and Training Programs.
- Create training deck of yearly required courses and optional safety courses.
- Review Safety Training Plan for each department and update as needed.
- Establish Training budget including outside vendors as needs require.
- Evaluate potential exposures and provide recommended solutions or countermeasures.
- Develop an Implementation Plan for each department.
- Recommend vendors in-house for cost savings
- Provide and/or coordinate with others to conduct the required training classes.
- Perform on site safety inspections and recommend specific improvements to improve the safety of the work activity being performed.
- Assist with workplace incident investigations and prepare recommendations for corrective actions as applicable.

Point of Contact

The point of contact and safety program manager will be:

Paul Wojcieszak, CSP, CHST

Owner/President

773-617-4230

wojcieszak@sheffieldsafety.com

Additional support will be provided by individuals possessing ASPs, CHSTs, CSPs and Administrative Staff. Any modifications to personnel will only occur with approval by the County of DuPage.

The above-described services will begin immediately following County Board approval and receipt of a signed contract from the County of DuPage. Services will be provided for one year from the date of signed contract.

If you have any questions, please feel free to contact me directly at 773-617-4230. Sheffield Safety & Loss Control looks forward to working with you on developing your safety & loss control program.

Sincerely,



Paul Wojcieszak CSP, CHST

Sheffield Safety & Loss Control, LLC

## **Included Addendums**

### Firm Description & Qualifications

- Proposed Team
- Project Understanding
- Key Qualifications

### Forms

- Signature Page
- Proposal Form
- Internal Revenue Service W-9
- Business License
- Good Standing Certificate
- Required Vendor Ethics Disclosure Statement
- Limitations on the Authority of the DuPage to Contract
- References
- Awarded Contractor Disclosure
- Joint Purchase Agreement
- Bidder's Subcontractors

### Appendices

- City Fatality Incident Report / Safety Management Accident Report
- Proposed Schedule



## **Firm Description & Qualifications**

Sheffield Safety is a Safety Consulting firm founded in 2003 by Paul Wojcieszak CSP, CHST & David Cherven, CSP, CHST and located in the heart of downtown Plainfield with offices on the north side of Chicago, Illinois and Houston Texas. Sheffield Safety also has a state-of-the-art training center with interactive learning stations centrally located in Plainfield IL.

With over 25 full time employees, 21 based in Plainfield IL, who are all industry experts, trained in safety standards, OSHA regulations and dedicated to our client's success. Sheffield Safety's consultants specialize in all aspects of an employee safety and loss control program, including, but not limited to electrical, cranes, rigging, steel erection, work zone safety, lock out/tag out, confined space procedures, NFPA 70E requirements, walking/working surfaces, fall protection, and heavy equipment operation are some examples. Sheffield Safety's staff consists of 4 Certified Safety Professionals (CSP), 2 Graduate Safety Professionals (GSP), 5 Construction Health and Safety Technicians (CHST), and one Associate Safety Professional (ASP).

Sheffield Safety will have Paul Wojcieszak CSP, CHST as the Project Lead for the County of Dupage. Mr. Wojcieszak has over 25 years of experience in the safety field. He graduated from Illinois State University (ISU) with a Bachelor of science degree in Occupational Safety and Health in 1997. Mr. Wojcieszak is the Director of the ISU Alumni board for the Department of Health Sciences and has served in this position since 2014. He has also the past chairperson of the Illinois Road and Transportation Builders Safety Committee for two terms where he worked with the Illinois Toll Road Authority to set minimum training requirements for all workers on toll road projects. Mr. Wojcieszak is a faculty member of ISU where he has developed courses and currently teaches HSC 271 Construction Safety course one evening a week. Mr. Wojcieszak is also awaiting approval from the United States Patent Office for fall protection products he has developed.

Sheffield Safety was started to assist employers with their Safety & Loss Control programs and has consulted in over 26 states and currently performs over 10% of billing revenue with municipalities. One of our main areas of focus is pre-job planning. Sheffield Safety spends a large portion of our time working with clients to prepare a comprehensive safety program to reduce losses before they occur. We believe that a comprehensive municipality specific safety policy is the basis of any successful safety program. After a solid written program has been developed, the next step would be to train employees on exposures of the job and what can be done to prevent accidents. For this reason, we work with our clients to develop training schedules that will adequately address training needs for their employees. This will assist their employees in developing the ability to recognize hazards and means of corrective action before an injury occurs.

We feel we are uniquely qualified for this RFP as currently Sheffield Safety & Loss Control is servicing clients performing similar operations as requested in this RFP for County of DuPage. Sheffield Safety is providing safety consulting services for the City of Joliet, the third largest city and the second largest water provider in the State of Illinois, which encompasses 3 wastewater plants, 25 wells, 50 lift stations, 650 miles of water main, and 650 miles of sanitary sewer. Sheffield Safety also provides consulting to Aqua America, a wastewater and water utility service plant. Sheffield Safety has conducted audits, safety training, accident investigation assistance on 19 wells, 6 water systems, 3 sewage systems, 5 water treatment facilities throughout Central Illinois. We have also provided safety consulting services for other municipalities such as

Sheffield Safety & Loss Control, LLC  
The County of DuPage  
Finance – Procurement 3-400  
Safety Program Manager Services 25-046-PW

the City of Braceville, Village of Coal City, Village of Bedford Park, the City of Chicago, Fermi National Laboratory, and Argonne National Laboratory providing safety program development, training, industrial hygiene services and site audits.

Sheffield Safety & Loss Control is uniquely qualified to serve as the County of DuPage's Safety Manager. Sheffield Safety is one of the largest, non-affiliated consulting firms in the Chicagoland area. Our owners are 100 percent engaged in the daily operations of the company. We have one of the largest staff of Certified Safety Professionals in the Midwest who are capable of assisting clients in an immediate fashion. In addition, we have demonstrated our ability to work with large municipalities in developing successful safety programs.

Sheffield Safety & Loss Control's reputation is second to none. Since our inception we have assisted clients in reducing insurance claims made against their policies that include workers compensation, general liability, equipment losses and builders' risk, as well as helping clients maintain compliance with all federal, state, and local requirements. Sheffield Safety focuses on the individual client loss potentials and customizes services to assist these clients in meeting the established goals for their environmental, safety and loss control program.

## **Proposed Team**

Sheffield Safety will provide a team of safety professionals led by Paul Wojcieszak who will be DuPage County's main point of contact. Mr. Wojcieszak will call on his staff to work with the county when their individual skill sets are required. Our proposed team is as follows:

Paul Wojcieszak CSP, CHST  
Title - President  
Location- Plainfield, IL  
Experience – 28 years  
Years with Sheffield - 22 years  
Current client load – 2

Amanda Meiner CSP  
Title – Safety Consultant  
Location- Plainfield, IL  
Experience – 5 years  
Years with Sheffield - 1 year  
Current client load – 1

Paul Ronczkowski MS, CSP  
Title – Safety Consultant  
Location- Plainfield, IL  
Experience – 35+ years  
Years with Sheffield - 8 years  
Current client load – 1

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John Malabarba  
Title – Safety Consultant  
Location- Plainfield, IL  
Experience – 20 years  
Years with Sheffield - 20 years  
Current client load – 1

## **Project Understanding**

To ensure the long-term effectiveness of the safety program and uphold regulatory and organizational standards, the project will incorporate a comprehensive ongoing management strategy supported by clearly defined performance metric guarantees. This approach is rooted in continuous improvement and driven by both proactive (leading) and reactive (lagging) safety indicators.

The program will begin with the regular review and updating of safety policies and procedures to ensure alignment with relevant regulations such as OSHA and ISO 45001, as well as any organizational changes. Clear documentation and accessible communication of these policies are essential to ensure that all personnel understand their responsibilities and expectations. A strong emphasis will be placed on training and education through structured onboarding, periodic refreshers, and role-specific hazard awareness sessions. These trainings will be delivered using a combination of in-person workshops, simulations, and interactive learning formats to enhance knowledge retention and engagement.

Risk assessments will be conducted routinely to identify new or evolving hazards, with the implementation of appropriate controls—engineering, administrative, or personal protective equipment (PPE). The effectiveness of these controls will be continuously monitored. A transparent and efficient system will support the reporting and investigation of incidents, near-misses, and safety observations. Prompt investigations will be carried out to identify root causes and initiate corrective and preventive actions.

Scheduled safety audits and workplace inspections will ensure regulatory compliance and highlight areas for improvement. These activities will involve cross-functional teams and standardized checklists to ensure thoroughness. In parallel, performance monitoring will track key safety metrics such as incident rates, training completion rates, and audit results. This data will be used to analyze trends and inform strategic safety decisions. Employee engagement will be promoted through regular communication, active safety committees, and feedback mechanisms. Recognizing and rewarding safe behavior will help reinforce a culture of shared responsibility and safety leadership.

All training, incidents, inspections, and audits will be documented in detail and managed in a consistent and organized manner to ensure accessibility and compliance tracking. Leadership will play a central role by demonstrating visible support, allocating resources, and embedding safety performance into broader organizational goals.

Sheffield Safety will incorporate a suite of key performance metrics, designed to measure both outcomes and leading safety behaviors. Lagging indicators, such as the Total Recordable Incident Rate (TRIR), Lost Time

Injury Frequency Rate (LTIFR), Injury Severity Rate (ISR), and Days Away, Restricted, or Transferred (DART) Rate, will track incident outcomes and the impact of safety events.

Leading indicators will provide predictive insights and help prevent incidents. These include the Safety Training Completion Rate, with a goal of 100% compliance within 30 days of onboarding new employees, and the Near-Miss Reporting Rate, which is expected to increase by 20% annually to support a proactive safety culture. Other leading metrics include the completion rate of scheduled audits—with a target of 95% and timely follow-up within 14 days—and the Corrective Action Closure Rate, which will aim for 90% of issues resolved within 30 days of identification.

Common challenges such as over-reliance on lagging indicators, data quality issues, and cultural resistance will be addressed proactively. Balancing metrics, maintaining consistent reporting practices, and promoting a no-blame reporting culture will help mitigate these risks. Moreover, safety metrics will be customized to reflect industry-specific risks.

In the event that a conflict arises during Sheffield's tenure as safety program manager Mr. Wojcieszak will investigate and get to the root cause of the issue. Once there is a clear understanding of the issues in question has been determined then Mr. Wojcieszak will inform the COD Risk Management Department personnel who directly oversees the contract for their assistance. Ultimately, Sheffield Safety works at the pleasure of the county and we will carry out any direction given to resolve the conflict.

- **Diagnostic Review of Existing Safety and Training Programs.**

When awarded a contract for Safety Program Manager, it is our intent to start immediately providing services to the County of DuPage. At County of DuPage earliest opportunity, we would have our project director, Paul Wojcieszak, CSP, CHST, meet with the County of DuPage management staff to get a full understanding of the current safety program. At this time we will prepare a schedule based on the scope of services and our meetings with County of DuPage personnel to lay out a timetable to accomplish these tasks. We are anticipating this portion to take minimal time. After the initial meeting, our project director will review the existing Safety Manual and Training Programs. After reviewing the documentation and meeting with management personnel, our project director will be in a position to recommend any improvements to the County of DuPage safety system which, while meeting regulatory requirements, would increase cost efficiencies and decrease safety hazards.

- **Create training deck of yearly required courses and optional safety courses.**

After reviewing the current operation for the four (4) departments we will develop a spreadsheet which will list all the training courses required. This spreadsheet will have time frames for which training is required and when employees must be retrained.

- **Review Safety Training Plan for each department and update as needed.**

Sheffield Safety & Loss Control will perform a comprehensive review of The County of DuPage safety programs for each department. This will be conducted to assess the level of compliance and areas that have the need for improvement. Individual sections will be evaluated, and appropriate changes may be recommended to better coordinate with current project needs in order to provide a more useful safety



program. Safety policies that are already in place will be reviewed for relevance, along with implementation procedures for the subcontractor to follow.

Part of implementing a safety program involves determining the areas where a client needs additional training. Sheffield Safety reviews training documentation that applies to the construction industry under 29 CFR 1926 and applicable 29 CFR 1910 OSHA Standards and assesses the level of training that is currently provided for relevance. Following the assessment suggestions based on findings for improvement will be made.

Employers are required to perform frequent & regular inspections of their work areas. Sheffield Safety verifies if the subcontractor conducts weekly safety inspections on a regular basis and what criterion is being used.

- **Assist with Establishment of Training budget including outside vendors as needs require**

After we review current safety training documentation and compare that with training needs as determined by field observations we will develop a training program and associated budget. Developing training programs is an area where we excel over others. Nothing denotes this more than our state-of-the-art safety training center with hands on equipment and demonstrations. In our first two years in this location we have had over 200 students take our classes. Our training center was developed based on the needs and goals of our clients.

- **Evaluate potential exposures and provide recommended solutions or countermeasures.**

Following award, Sheffield Safety will provide an auditing schedule of facilities and locations. We will provide a detailed report with photographs evaluating potential exposures, hazards observed and can provide recommended solutions. We will also document if any corrective actions were taken at the time of the inspection. As ongoing safety site inspections are conducted, we will summarize safety & loss control issues observed; work with supervisors and managers to ensure any exposures are immediately addressed and corrected. We can assist with Job Hazard Analyses that focuses on job tasks to continue safe work practices eliminating future potential exposures.

- **Development an Implementation Plan for each department.**

Sheffield Safety will develop an implementation plan for each department. Sheffield Safety has developed a mentoring program where we work with first line supervisors to educate them on how to perform the safety related function of their jobs. This program consists of an onsite training for the supervisor and followed up with a hands-on demonstration of the task at hand. Then, if need be, we will observe the supervisor and make recommendations for improvement.

- **Recommend vendors in-house for cost savings.**

We currently work with other municipalities where we coordinate training to be conducted by in-house personnel. Examples include: first aid, CPR, bloodborne pathogen being conducted by the local fire department and active shooter/workplace violence being conducted by the local police department.

- **Provide and/or coordinate with others to conduct the required training classes.**

In the event that training needs are outside of our expertise then we will source the industry leading experts and negotiate the best price for them to perform the training. We work with many other safety professionals

such and subject matter experts which we can call upon to perform a vast array of training. A recent example of this is when we were asked to provide the 8 hour NFPA 70e training for a client. We sought out an expert who performs this training on an almost daily basis and recommended him to our client.

After review of County of DuPage safety system, our project director will, based on the specific needs, assign the appropriate staff to successfully complete any and all OSHA and IDOL training. He will have at his disposal any of our Certified Safety Professionals, Construction Health and Safety Technicians, and Industrial Hygienists.

- **Perform on site safety inspections and recommended specific improvements to improve the safety of the work activity being performed.**

Following award and determination of initial assessment, Sheffield Safety will provide auditing schedules of facilities and locations; intending to have at least quarterly inspections of each facility. We will provide a detailed report with photographs summarizing safety & loss control issues observed and if any corrective actions were taken at the time of the inspection. These reports are detailed & will provide The County of DuPage management a summary of where their overall safety & health program is at and what areas need to be improved. The report also is a tool for site personnel as the findings can be discussed by supervision in contractor meetings or with employees as a safety meeting. All audits performed by Sheffield Safety are based on site observations made with the goal of improving the overall safety of the project.

- **Assist with workplace incident investigations and prepare recommendations for corrective actions as applicable.**

A thorough accident investigation is a critical aspect to managing any safety program. Errors made during the investigation can lead to the wrong conclusions which can result in management making incorrect decisions which will not improve the safety program and may lead to more accidents in the future

Sheffield Safety will review all accidents, incidents and near misses as they occur. In each instance the goal is the same, prevent reoccurrence. At Sheffield Safety, we use analytical techniques, employee interviews, and other data collection techniques that when applied to accidents are proven to determine the root cause and prevent reoccurrence. After applying these techniques to the accident, we are able to develop recommendations that include remedial actions to implement and help ensure that the accident will not happen again. Sheffield Safety will recommend corrective action for safety violations when appropriate, in accordance with County of DuPage policy.

Near misses are warnings that help us identify problems and patterns that can lead to more serious accidents. As part of any review process Sheffield Safety will identify, prepare and present lessons learned as necessary. Following through on the causes of near misses can help with changes or corrections that will prevent injuries, illnesses, or damage to equipment.

- **Safety Program Manager shall review and make recommendations for various other County departments as needed.**

Sheffield Safety's holistic approach will allow for recommendations to be made to other County departments which will compliment programs from other departments. Using this approach will allow for uniformity between departments.

### **Key Qualifications**

#### **Project Lead**

Paul Wojcieszak, CSP, CHST

President and Co-Founder of Sheffield Safety & Loss Control

Paul Wojcieszak has been in the safety industry since 1997. He has provided administration and safety services /loss control consultation during his tenure to over 300 companies including construction companies, municipalities, insurance brokers/carriers and project owners. Currently working with two clients, Mr. Wojcieszak implements safety and health in field operations in accordance with OSHA 1926 and 1910 standards, acting as a liaison between field staff and client management; develops and conducts specialized training for supervisors and employees. He is a 1997 alumnus of the Occupational Safety Program at Illinois State University. He also serves on the Safety Program Board and Development Chair and Marketing Chair, Adjunct Professor, Department of Health & Science, developed and teaches HSC 272 Construction Safety Mgmt.

### **Key Staff of Safety Professionals**

#### **Paul Ronczkowski, MPH, CSP**

Senior Safety Consultant

Paul Ronczkowski is a retired faculty member of Illinois State University. Mr. Ronczkowski served on the ISU faculty for over 25 years for the Occupational Safety & Health Program. His experiences have covered safety general industry standards, construction standards, NFPA Life Safety Code and NFPA automatic sprinkler codes and hydraulics. His area of expertise is Safety & Health Program Administration, field safety & health consultation inclusive of comprehensive assessments of physical plants from municipalities to manufacturing. Additional assignments include site audits, safety training, safety program development and safety management services. Mr. Ronczkowski's OSHA compliance expertise and proficiency is emphasized while providing precise safety programs and regulatory documentation to our clients.

#### **John Malabarba, CHST**

Senior Safety Consultant

John Malabarba, from the City of Chicago, Department of Aviation, where he worked of over 20 years and the Safety Director for Midway Airport. Mr. Malabarba was responsible for monitoring contractor safety activities, ensuring compliance with OSHA, and maintaining the owner's safety and health requirements. In

addition to implementing the City of Chicago site-specific safety programs, Mr. Malabarba participates in pre-construction and weekly contractor safety meetings, develops and conducts training programs for contractors as needed, reviewing and providing comments to improve contractor safety programs.

### **Amanda Meiner, CSP, ASP**

General Industry, Safety Consultant

As the General Industry Safety Consultant for Sheffield Safety and Loss Control, Ms. Meiner has led safety initiatives across multiple sectors through separate contracts. For the City of Joliet and Department of Public Utilities, she developed and implemented a comprehensive municipal safety program, conducted onsite audits, and chaired safety committees. In a separate contract with the CITGO Petroleum Refineries, Ms. Meiner conducts authorized user fall protection training and performs site-specific safety evaluations. As Safety Manager for a gymnastics chain, developed and facilitated employee training and onboarding programs covering workplace violence, active shooter response, emergency evacuation, fire safety, severe weather preparedness, and general first aid. At the University of Illinois Urbana-Champaign, she served as Safety Manager for the engineering department, where she implemented HAZMAT and COVID-19 safety programs and led the development of an ergonomics initiative for office and laboratory settings. Ms. Meiner worked as an Industrial Hygienist for a consulting firm, managing projects involving air sampling, environmental investigations, and exposure testing for mold, asbestos, lead, COVID-19, silica, and indoor air quality. She also created safety programs such as the Noise Hearing Conservation Program for Illinois Wesleyan University and a Confined Space Entry Program for 360 Hazardous Clean Up. In the healthcare sector, Ms. Meiner served as a Safety Specialist, aligning hospital safety policies with Joint Commission and NFPA standards, and chaired both the Environment of Care and Life Safety Committees.

### **Administrative Support**

Diane Sak is the Administrative Support Manager for Sheffield Safety and Loss Control. Before coming to Sheffield, Ms. Sak was Safety Director for a commercial plumbing company. With crews as large as 25, she was responsible for safety on immense projects such as Silver Cross Hospital, Elmhurst Hospital, University of Chicago Medical Center, as well as many retail businesses. For Sheffield, Ms. Sak not only works as project coordinator, but also schedules safety audits for the majority of our clients. She is also instrumental in ensuring necessary training for the appropriate project. Sheffield depends on Ms. Sak to keep all companies' insurance current, such as General/Professional Liability, WC, and project COIs.



# County of DuPage

## Sheffield Safety Project lead

**Project start: Sun, 6/1**

**Display week: 1**

Task	Assigned To	Progress	Start	End	Notes
General					
Review Proposed Open Task List with Directors	PW	0%	6/2/25	6/30/25	
Establish/Propose Monthly Safety Committee with	PW	0%	6/2/25	6/30/25	
Safety Initiative Kick off Meeting - Rollout of Communication to Staff of Safety Program	PW	0%	6/2/25	6/30/25	
Diagnostic Review of existing Safety Manual.	PW	0%	7/1/25	7/31/25	
Diagnostic Review of existing Training Programs.	PW	0%	7/1/25	7/31/25	
Create training deck of yearly required safety courses.	PR	0%	8/1/25	8/31/25	
Create training deck of yearly optional safety courses.	PR	0%	8/1/25	8/31/25	
Assist with Establishment of Training budget including outside	PR	0%	10/1/25	10/31/25	
Develop an Implementation Plan for each department.	PR	0%	12/1/25	12/31/25	
Review Safety Training Program for each department and update as needed.	PR	0%			
Review training curriculum for each department and update as needed.	PR	0%			Ongoing Task
Evaluate potential exposures and provide recommended solutions or countermeasures.	PR	0%			Ongoing Task
Recommend vendors in-house for cost savings.	PR	0%			Ongoing Task

Jun 2, 2025							Jun 9, 2025				
2	3	4	5	6	7	8	9	10	11	12	13
M	T	W	T	F	S	S	M	T	W	T	F

1. The Problem

2. The Solution

3. The Result

Jun 2, 2025							Jun 9, 2025				
2	3	4	5	6	7	8	9	10	11	12	13
M	T	W	T	F	S	S	M	T	W	T	F

TASK	ASSIGNED TO	PROGRESS	START	END	Notes
Provide and/or coordinate with others to conduct the required training classes.	PR	0%			Ongoing Task
Perform on-site safety inspections and recommended specific improvements to improve the safety of the work activity being	PR	0%			Ongoing Task
Assist with workplace incident investigations and prepare recommendations for corrective actions as applicable.	PR	0%			Ongoing Task
Review and Make recommendations for various other County departments, as needed.	PR	0%			Ongoing Task
Review and Coordinate Annual Crane and Rigging Inspections	PR	0%			
Review and Coordinate Confined Space Entry Training for the Competent Person	PR	0%			
Review and Coordinate Fall Protection Training	PR	0%			
Review and Coordinate Annual Excavation and Trenching Training	PR	0%			
Review and Coordinate Forklift Training	PR	0%			
Review and Coordinate Annual General First Aid Training	PR	0%			
Review and Coordinate Annual Inspection for Water Tower Climbing Devices	PR	0%			
Review and Coordinate Annual Hazard Communication Training	PR	0%			
Review and Coordinate Annual Personal Protective Equipment (PPE) Training	PR	0%			
Review and Coordinate Lockout Tagout Training	PR	0%			
Review and Coordinate Bloodborne Pathogens Training	PR	0%			

Jun 2, 2025								Jun 9, 2025				
2	3	4	5	6	7	8		9	10	11	12	13
M	T	W	T	F	S	S		M	T	W	T	F

TASK	ASSIGNED TO	PROGRESS	START	END	Notes
Review and Revise Facility Emergency Action Plan (EAP)	PR	0%			
Review and Ensure Compliance of Safety Data Sheets (SDS)	PR	0%			
Review and Coordinate Slips, Trips and Falls Prevention Training	PR	0%			
Review and Coordinate Active Shooter/Workplace Violence Training	PR	0%			
Review and Coordinate Heat Stress and Cold Stress Exposure	PR	0%			
Review and Coordinate Driver Safety and Defensive Driving	PR	0%			
Review and Coordinate Ladder Safety Training	PR	0%			
Review and Coordinate Hand and Power Tool Safety Training	PR	0%			
Review and Coordinate Welding, Cutting, and Brazing Safety Training	PR	0%			
Review Respiratory Protection Program	PR	0%			
Review and Coordinate Storage and Handling of Gas Cylinders Safety Training	PR	0%			
Review Noise Hearing Conservation Program	PR	0%			
Review and Coordinate Fire Safety Training	PR	0%			
Review and Coordinate Flammable/Combustible Liquids Safety Training	PR	0%			
Review Hot Work Permits and related record keeping	PR	0%			
Review and Coordinate Chemical Spill Prevention and Clean Up Safety Training	PR	0%			
<b>Division of Transportation</b>					
Meet with Director	PW	0%	6/2/25	6/30/25	
Diagnostic Review of existing Safety Manuals	JM	0%	7/1/25	7/31/25	

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Task		Assigned To	Progress	Start	End	Notes
Diagnostic Review of existing Training Programs.		JM	0%	7/1/25	7/31/25	Ongoing Task
Create training deck of yearly required safety courses.		JM	0%	8/1/25	8/31/25	
Create training deck of yearly optional safety courses.		JM	0%	8/1/25	8/31/25	
Assist with Establishment of Training budget including outside		JM	0%	10/1/25	10/31/25	
Develop an Implementation Plan.		JM	0%	12/1/25	12/31/25	
Review Safety Training Program and update as needed.		JM	0%			
Review training curriculum and update as needed.		JM	0%			
Evaluate potential exposures and provide recommended solutions or countermeasures.		JM	0%			
Recommend vendors in-house for cost savings.		JM	0%			
Provide and/or coordinate with others to conduct the required training classes.		JM	0%			
Perform on-site safety inspections and recommended specific improvements to improve the safety of the work activity being		JM	0%			
Assist with workplace incident investigations and prepare recommendations for corrective actions as applicable.		JM	0%			
Review and Coordinate Work Zone Safety		JM	0%			
Review and Coordinate Traffic Control and Flagging Training		JM	0%			
Review and Coordinate Heavy Equipment Operation Safety		JM	0%			
Facilities Management						

Jun 2, 2025								Jun 9, 2025				
2	3	4	5	6	7	8	9	10	11	12	13	
M	T	W	T	F	S	S	M	T	W	T	F	









TASK	ASSIGNED TO	PROGRESS	START	END	Notes
Assist with workplace incident investigations and prepare recommendations for corrective actions as applicable.	AM	0%			Ongoing Task
Review and Coordinate Traffic Control and Flagging Training	AM	0%			
Review and Coordinate Heavy Equipment Operation Safety	AM	0%			
Review and Coordinate Electrical Safety Training	AM	0%			
Review and Coordinate Bucket Truck Safety Training	AM	0%			
Review and Coordinate Chain Saw Safety Training	AM	0%			
Review and Coordinate Work Zone Safety	AM	0%			

Jun 2, 2025							Jun 9, 2025				
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M	T	W	T	F	S	S	M	T	W	T	F

## PROPOSAL PRICING FORM

### Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	25-046-PW
COMPANY NAME:	Sheffield Safety & Loss Control, LLC
CONTACT PERSON:	Paul Wojcieszak
CONTACT EMAIL:	wojcieszak@sheffieldsafety.com

### Section II: Pricing

NO.	ITEM	UOM	QTY	PRICE
1	Annual Safety Program Manager services	LS	1	\$ 124,800.00
	<b>GRAND TOTAL</b> (In words) One hundred and twenty-four thousand, eight hundred dollars and zero cents			

### Section III: Certification

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

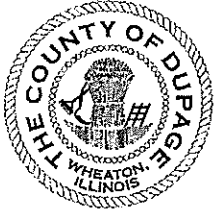
Printed Name: Paul Wojcieszak Signature: 

Title: President Date: 5-9-25

## **Fee Schedule**

<b>Lump sum price for services requested</b>	<b>\$124,800.00</b>
<b>Safety Program Manager Fee Schedule*</b>	
<b>Certified Safety Professional (CSP)</b>	
\$150/hour	
<b>Construction Health &amp; Safety Technician (CHST), Associate Safety Professional (ASP), Graduate Safety Practitioner (GSP)</b>	
\$125/hour	
<b>Safety Intern</b>	
\$40/hour	
<b>Administrative</b>	
\$75/hour	
	-





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

## PROPOSAL FORM

### Section I: Contact Information

Complete the contact information below.

RFP NUMBER:	SAFETY PROGRAM MANAGER 25-046-PW
COMPANY NAME:	Sheffield Safety & Loss Control, LLC
MAIN ADDRESS:	24216 W Lockport Street
CITY, STATE, ZIP CODE:	Plainfield, IL 60544
TELEPHONE NO.:	779-234-9207
CONTACT PERSON:	Paul Wojcieszak
CONTACT EMAIL:	wojcieszak@sheffieldsafety.com

### Section III: Certification

The undersigned certifies that they are:

☐ The Owner or Sole  
Proprietor

☐ A Member authorized to  
sign on behalf of the  
Partnership

☒ An Officer of the  
Corporation

☐ A Member of the Joint  
Venture

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

\_\_\_\_\_  
Paul Wojcieszak  
(President or Partner)

\_\_\_\_\_  
Dave Cherven  
(Vice-President or Partner)

\_\_\_\_\_  
(Secretary or Partner)

\_\_\_\_\_  
(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 Officer, DuPage County, 421 North County Farm Road, Wheaton, Illinois 60187, and all other documents referred to or mentioned in the contract documents, specifications and attached exhibits, including Addenda No. \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_ issued thereto.

Further, the undersigned proposes and agrees, if this 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 and at the price therein prescribed.

Further, the undersigned certifies and warrants that they are duly authorized to execute this certification/affidavit on behalf of the 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 5/33 E-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 they have examined and carefully prepared this Proposal and have 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 they have provided equipment, supplies, or services comparable to the items specified in this contract to the parties listed in the reference section below and authorizes the County to verify references of business and credit at its option.

Finally, the Offeror, if awarded the contract, agrees to do all other things required by the contract documents, and that it will take in full payment therefore the sums set forth in the cost schedule.

#### PROPOSAL AWARD CRITERIA

The Offeror acknowledges and agrees that the 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 Offeror agrees to provide the service described in this solicitation and in the contract specifications under the conditions outlined in attached documents for the amount stated.

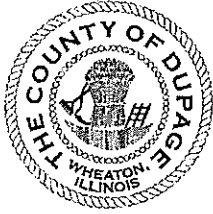
By signing below, the Offeror agrees to the terms of this Proposal Form and certifies that the information submitted on this form is true and correct to the best of its knowledge.

Offeror: Paul Wojcieszak

Signature: 

Title: President

Date: 5-5-25



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

## REQUIRED VENDOR ETHICS DISCLOSURE STATEMENT

### Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	SAFETY PROGRAM MANAGER 25-046-PW
COMPANY NAME:	Sheffield Safety & Loss Control, LLC.
CONTACT PERSON:	Paul Wojcieszak
CONTACT EMAIL:	wojcieszak@sheffieldsafety.com

### Section II: Procurement Ordinance Requirements

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

Has the Bidder made contributions as described above?

☐ Yes

☒ No

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

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

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

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

☐ Yes

☒ No

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

NAME	PHONE	EMAIL

### **Section III: Violations**

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

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

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

[Ethics | DuPage Co, IL](#)

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

[ARTICLE VI. - PROCUREMENT | Code of Ordinances | DuPage County, IL | Municode Library](#)

### **Section IV: Certification**

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

Printed Name: Paul Wojcieszak

Signature: 

Title: President

Date: 5-5-25