



DU PAGE COUNTY

Public Works Committee

Final Summary

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

Tuesday, May 6, 2025

9:00 AM

Room 3500B

1. CALL TO ORDER

9:00 AM meeting was called to order by Chair Childress at 9:00 AM.

2. ROLL CALL

Other Board Members present: Grant Eckhoff, Yeena Yoo, Andrew Honig, Saba Haider (9:05AM), Sheila Rutledge (9:06AM)

PRESENT	Childress, DeSart, Galassi, Garcia, Ozog, and Zay
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3. CHAIRMAN'S REMARKS - CHAIR CHILDRESS

No remarks were offered.

4. PUBLIC COMMENT

No public comments were offered.

5. APPROVAL OF MINUTES

5.A. [25-1182](#)

Public Works Committee Meeting Minutes - Tuesday, April 15, 2025

RESULT:	APPROVED
MOVER:	Mary Ozog
SECONDER:	Kari Galassi

6. BUDGET TRANSFERS

6.A. [25-1191](#)

Public Works - Transfer of funds from account no. 2000-2555-54030 (Sewer/Water Treatment Plant Construction) to account no. 2000-2555-54010 (Building Improvements) for the boiler replacement at the Woodridge Greene Valley Treatment Plant in the amount of \$650,000.

RESULT:	APPROVED
MOVER:	Mary Ozog
SECONDER:	Dawn DeSart

6.B. [25-1199](#)

Facilities Management - Transfer of funds from account number 6000-1195-53828 (Contingencies) in the amount of \$1,275,000.00 to account number 6000-1220-54010 (Building Improvements) for the switchgear and boiler burner #2 replacements at the Power Plant, tunnel exhaust fans replacement and other various projects.

RESULT:	APPROVED
MOVER:	Dawn DeSart
SECONDER:	Kari Galassi

7. **CONSENT ITEMS**7.A. [25-1183](#)

Amendment to Contract 6953-0001 SERV, issued to Carbon Day EV Charging, to furnish, deliver, and install two (2) ChargePoint electric vehicle charging stations, for the County campus, for Facilities Management, for a change order to extend the contract to November 30, 2025, no change in contract amount.

RESULT:	APPROVED
MOVER:	Paula Garcia
SECONDER:	Kari Galassi

8. **CLAIMS REPORT**8.A. [25-1184](#)

Payment of Claims - Public Works and Facilities Management

RESULT:	APPROVED
MOVER:	Jim Zay
SECONDER:	Paula Garcia

9. JOINT PURCHASING AGREEMENT**9.A. [FM-P-0021-25](#)**

Recommendation for the approval of a contract to Altorfer Industries Inc., to furnish and deliver one (1) Caterpillar Compact Track Loader with accessories, for Facilities Management-Grounds, for the period of May 14, 2025 through November 30, 2025, for a total contract amount not to exceed \$66,760. Contract pursuant to the Intergovernmental Cooperation Act (Sourcewell Contract #011723-CAT).

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Paula Garcia
SECONDER:	Jim Zay

10. BID AWARD**10.A. [FM-P-0022-25](#)**

Recommendation for the approval of a contract to Connelly Electric Co., to furnish and install a replacement switchgear, at the Power Plant, for Facilities Management, for the period of May 13, 2025 through May 12, 2026, for a total contract amount not to exceed \$324,300; per lowest responsible bid #25-057-FM.

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Jim Zay
SECONDER:	Kari Galassi

10.B. [PW-P-0012-25](#)

Recommendation for the approval of a contract to DXP Enterprises, Inc. dba Drydon Equipment, Inc., for two 6" all weather combination pressure relief valves and one 6" safety selector valve, for Public Works, for the period of May, 13, 2025 to November 30, 2025, for a total contract amount not to exceed \$43,265; per lowest responsible bid #25-056-PW.

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Jim Zay
SECONDER:	Paula Garcia

10.C. [FM-P-0023-25](#)

Recommendation for the approval of a contract to Iris Group Holdings LLC d/b/a Everon LLC, for preventive maintenance, testing, and repair of the Edwards Systems Technology Fire Panels for the County campus, for Facilities Management, for the period May 14, 2025 through May 13, 2027, for a total contract amount not to exceed \$117,020; per lowest responsible bid #25-044-FM.

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Dawn DeSart
SECONDER:	Kari Galassi

10.D. [25-1007](#)

Recommendation for the approval of a contract to Mechanical, Inc. d/b/a Helm Mechanical / Helm Services, to provide labor and material to install four (4) Barco joints in the hot water piping at the DuPage Care Center, for Facilities Management, for the period of January 7, 2025 through November 30, 2025, for a contract total amount not to exceed \$8,450, per lowest quote.

RESULT:	APPROVED
MOVER:	Jim Zay
SECONDER:	Kari Galassi

10.E. [25-1186](#)

Recommendation for the approval of a contract to Sanders Distributing LLC d/b/a Air Care Services, for semi-annual cleaning of the kitchen ducts, hoods, and fans for the Judicial Office Facility, JTK Administration Building, Jail, and Care Center, for Facilities Management, for the period May 26, 2025 through May 25, 2027, for a total contract amount not to exceed \$20,840; per lowest responsible bid #25-043-FM.

RESULT:	APPROVED
MOVER:	Jim Zay
SECONDER:	Kari Galassi

11. SOLE SOURCE**11.A. [FM-P-0024-25](#)**

Recommendation for the approval of a contract to F.E. Moran, Inc. Mechanical Services, to provide a Solidyne Building Automation System planned service agreement at the Judicial Office Facility-Annex, for Facilities Management, for the period June 1, 2025 through May 31, 2027, for a contract total amount not to exceed \$36,000; per 55 ILCS 5/5-1022(c) not suitable for competitive bids. (Sole Source - authorized partner, replacement parts, and full staff of licensed service provider professionals for this area.)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Dawn DeSart
SECONDER:	Paula Garcia

12. ACTION ITEM**12.A. [FM-R-0002-25](#)**

Recommendation for the approval of an agreement between the County of DuPage, Illinois and the Child Friendly Courts Foundation for lease of space at the Judicial Office Facility on campus, for Facilities Management, for the period of May 1, 2025, through May 31, 2026, for an annual amount not to exceed \$1.00.

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Dawn DeSart
SECONDER:	Paula Garcia

13. ORDINANCE**13.A. [FM-O-0003-25](#)**

An ordinance regulating the issuance of permits for usage of space for outside entities for Animal Services, the Auditorium at 421 County Farm Road, and the Courtyard on the DuPage County Campus.

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Paula Garcia
SECONDER:	Dawn DeSart

14. OLD BUSINESS

Member Galassi and Member Garcia requested updates on Facilities Management ongoing projects. There will be a presentation at an upcoming Public Works committee with an update on these projects.

15. NEW BUSINESS

No new business was discussed.

16. ADJOURNMENT

Without objection, this meeting was adjourned.



Minutes

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

File #: 25-1182

Agenda Date: 5/6/2025

Agenda #: 5.A.



DU PAGE COUNTY

Public Works Committee

Final Summary

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

Tuesday, April 15, 2025

9:00 AM

Room 3500B

1. CALL TO ORDER

9:00 AM meeting was called to order by Chair Childress at 9:00 AM.

2. ROLL CALL

Other Board Members present: Member Saba Haider, Member Andrew Honig, Member Sheila Rutledge, and Member Yeena Yoo.

PRESENT	Childress, DeSart, Galassi, Garcia, Ozog, and Zay
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3. CHAIRMAN'S REMARKS - CHAIR CHILDRESS

No remarks were offered.

4. PUBLIC COMMENT

No public comments were offered.

5. APPROVAL OF MINUTES

5.A. [25-1000](#)

Public Works Committee Meeting Minutes - Regular Meeting - Tuesday, April 1, 2025

RESULT:	APPROVED
MOVER:	Mary Ozog
SECONDER:	Paula Garcia

6. CLAIMS REPORT

6.A. [25-1001](#)

Payment of Claims - Public Works and Facilities Management

RESULT:	APPROVED
MOVER:	Paula Garcia
SECONDER:	Kari Galassi

7. BID RENEWAL

7.A. [FM-P-0015-25](#)

Recommendation for the approval of a contract to Groot Industries, Inc., to provide refuse disposal, recycling, and asbestos pick-up services for DuPage County facilities, for Facilities Management, for the period June 1, 2025 through May 31, 2026, for a contract total amount not to exceed \$126,843.06, per renewal option under bid #22-026-FM, second of three options to renew. (\$1,260 for Animal Services, \$40,800 for the Care Center, and \$84,783.06 for Facilities Management)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Paula Garcia
SECONDER:	Kari Galassi

7.B. [FM-R-0001-25](#)

Amendment to Resolution FM-P-0015-25, issued to Groot Industries, Inc., for refuse disposal, recycling, and asbestos pick-up services, for Facilities Management. Expanding the scope of services to include an additional location for the Health Department and increasing the total contract price by 2%.

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Jim Zay
SECONDER:	Kari Galassi

7.C. [PW-P-0007-25](#)

Recommendation for the approval of a contract purchase order to Groot Industries, Inc., to provide refuse disposal, recycling, and asbestos pick-up services for DuPage County Public Works facilities, for Public Works, for the period June 1, 2025 through May 31, 2026, for a contract total amount not to exceed \$80,000, issued pursuant to the contract approved by FM-P-0015-25, as amended by FM-R-0001-25.

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Paula Garcia
SECONDER:	Kari Galassi

7.D. [PW-P-0010-25](#)

Recommendation for the approval of a contract to Rowell Chemical Corporation, to provide Sodium Hypochlorite to the Woodridge Wastewater Treatment Facility and the Knollwood Wastewater Treatment Facility, for Public Works, for the period of April 22, 2025 to March 31, 2026, for a total contract amount not to exceed \$115,000; per renewal option under bid #23-014-PW, second of three options to renew.

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Paula Garcia

SECONDER: Dawn DeSart

7.E. [PW-R-0003-25](#)

Amendment to Resolution PW-P-0010-25, issued to Rowell Chemical Corporation, to provide Sodium Hypochlorite to the Woodridge Wastewater Treatment Facility and the Knollwood Wastewater Treatment Facility, for Public Works. The contracted rate is decreasing from \$2.16 per gallon delivered to \$2.10 per gallon, resulting in a decrease of 3%.

RESULT: APPROVED AND SENT TO FINANCE
MOVER: Jim Zay
SECONDER: Kari Galassi

8. **BID AWARD**8.A. [PW-P-0008-25](#)

Recommendation for the approval of a contract to Chicagoland Paving Contractors, for the parking lot rehabilitation at the Nordic Wastewater Treatment Plant/Itasca Softball Field Complex, for the period of April 22, 2025 to November 30, 2025, for a total contract amount not to exceed \$99,000, per lowest responsible bid #25-045-PW.

RESULT: APPROVED AND SENT TO FINANCE
MOVER: Paula Garcia
SECONDER: Kari Galassi

8.B. [FM-P-0019-25](#)

Recommendation for the approval of a contract to Enerwise Global Technologies, LLC, for participation in the Demand Response Program, for the period of June 1, 2025 through May 31, 2026, for a contract cost of approximately \$452,048.52; per RFP #25-032-FM. (Revenue paid to County)

RESULT: APPROVED AND SENT TO FINANCE
MOVER: Mary Ozog
SECONDER: Kari Galassi

9. **PROFESSIONAL SERVICES AGREEMENT**9.A. [FM-P-0020-25](#)

Recommendation for the approval of a contract to Desman, Inc., to provide Phase II Professional Architectural and Engineering Design Services to complete the repair, maintenance, and long-term capital improvement and asset management goals for the 479

and 509 parking decks on County Campus, for Facilities Management, for the period of April 22, 2025 through November 30, 2029 for a total contract amount not to exceed \$364,010. Professional Services (Architects, Engineers and Land Surveyors) vetted through a qualification-based selection process in compliance with the Local Government Professional Services Selection Act, 50 ILCS 510/0.01 et seq.

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Mary Ozog
SECONDER:	Paula Garcia

10. JOINT PURCHASING AGREEMENT

10.A. [PW-P-0009-25](#)

Recommendation for the approval of a contract purchase order to Federal Signal Corporation, DBA Standard Equipment Company, for a Vactor 2100 plus Combination Sewer Cleaner, for Public Works and Stormwater, for the period of April 22, 2025 to April 21, 2026, for a total contract amount not to exceed \$705,577 (\$555,577 Public Works and \$150,000 Stormwater). Contract pursuant to the Intergovernmental Cooperation Act, per the Sourcewell Agreement # 101221-VTR.

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Jim Zay
SECONDER:	Paula Garcia

11. GPN

11.A. [25-1052](#)

GPN 012-25: Powering Safe Communities Grant – Metropolitan Mayors Caucus - \$10,000. (Facilities Management)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Paula Garcia
SECONDER:	Kari Galassi

12. OLD BUSINESS

12.A. Heritage Gallery Update

Facilities Management Project Supervisor Geoffrey Matteson provided the committee with an overview of the where things stand with the Heritage Gallery and where artifacts may be stored. He provided a review of the survey results and feedback received so far.

13. NEW BUSINESS

No new business was discussed.

14. ADJOURNMENT

With no further business, the meeting was adjourned.



Budget Transfer

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

File #: 25-1191

Agenda Date: 5/6/2025

Agenda #: 6.A.

DePage County, Illinois
BUDGET ADJUSTMENT
Effective October 1, 2024

From: 2000
Company #

SEWER OPERATIONS
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	
2555	54030		SEWER/WATER TREATMENT PLT CONS	\$ 650,000.00	16,458,265.28	17,808,265.28	4/25/25
Total				\$ 650,000.00			

To: 2000
Company #

SEWER OPERATIONS
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	
2555	54010		BUILDING IMPROVEMENTS	\$ 650,000.00	38,000.00	688,000.00	4/25/25
Total				\$ 650,000.00			

Reason for Request:

Public Works - \$650,000.00 FY25 budget transfer necessary for WGV Boiler replacement at Woodridge plant originally budgeted to Accounting Unit 2555 Account 54030. No change to overall capital budget for Public Works (Company 2000).

Department Head

Chief Financial Officer

4/24/2025
Date
4/21/25
Date

Activity

(optional)

****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 _____		

PW-5/6/25

FIN/CB-5/13/25



Budget Transfer

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

File #: 25-1199

Agenda Date: 5/6/2025

Agenda #: 6.B.

DuPage County, Illinois
BUDGET ADJUSTMENT
Effective April 1, 2025

From: 6000
Company #

INFRASTRUCTURE CONTINGENCY
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	
1195	53828		CONTINGENCIES	\$ 1,275,000.00	6,616,980.00	5,341,980.00	4/29/25
Total				\$ 1,275,000.00			

To: 6000
Company #

FAC MGMT CTY INFRASTRUCTURE
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	
1220	54010		BUILDING IMPROVEMENTS	\$ 1,275,000.00	5,248,883.94	6,523,883.94	4/29/25
Total				\$ 1,275,000.00			

Reason for Request:

Budget transfer needed for switchgear and boiler burner #2 replacements at the Power Plant, tunnel exhausts fans replacement and other various projects on campus for Facilities Management.

Signature on File

Department Head

Signature on File

Chief Financial Officer

Date

Date

Activity

(optional)

****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 _____		

PW- 5/6/25
FIN/CB- 5/13/25



Consent Item

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

File #: 25-1183

Agenda Date: 5/6/2025

Agenda #: 7.A.

Consent
PW 5/6
CB 5/13



Request for Change Order

Procurement Services Division

Attach copies of all prior Change Orders

Date: Apr 15, 2025

MinuteTraq (IQM2) ID #: 25-1096

Purchase Order #: 6953-0001 SERV	Original Purchase Order Date: Mar 20, 2024	Change Order #: 3	Department: Facilities Management
Vendor Name: Carbon Day		Vendor #: 14176	Dept Contact: Cathie Figlewski
Background and/or Reason for Change Order Request:	AMENDMENT to Contract 6953-0001 SERV issued to Carbon Day EV Charging, to furnish, deliver, and install two (2) ChargePoint electric vehicle charging stations, for the County campus, for Facilities Management, for a change order to extend the contract to November 30, 2025, no change in contract amount.		
IN ACCORDANCE WITH 720 ILCS 5/33E-9			

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

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

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

INCREASE/DECREASE		
A	Starting contract value	\$29,754.00
B	Net \$ change for previous Change Orders	\$0.00
C	Current contract amount (A + B)	\$29,754.00
D	Amount of this Change Order <input type="checkbox"/> Increase <input type="checkbox"/> Decrease	\$0.00
E	New contract amount (C + D)	\$29,754.00
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%

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: May 17, 2025 to: Nov 30, 2025

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

☐ OTHER - explain below:

CF	5665	Apr 15, 2025	Signature on File	5665	Apr 15, 2025
Prepared By (Initials)	Phone Ext	Date	Recommended for Approval (Initials)	Phone Ext	Date
REVIEWED BY (Initials Only)					
Buyer		Date	Procurement Officer		Date
Chief Financial Officer (Decision Memos Over \$25,000)		Date	Chairman's Office (Decision Memos Over \$25,000)		Date



Decision Memo

Procurement Services Division

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

Date: Apr 15, 2025

File ID #: 25-1096

Purchase Order #: 6953-0001 SERV

Requesting Department: Facilities Management	Department Contact: Tim Harbaugh
Contact Email: tim.harbaugh@dupagecounty.gov	Contact Phone: x5670
Vendor Name: Carbon Day	Vendor #: 14176

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

Contact Extension to November 30, 2025, to complete the installation of two (2) EV charging stations on County campus, for Facilities Management. No change in contract total.

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

Contract extension needed due to delays in finding a vendor to complete the installation of the EV charging stations.

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

Intergovernmental Cooperation Act - Sourcewell Contract #042221-CPI.

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

- 1) Extend the contract to finish the installation of two (2) EV Charging stations for Facilities Management.
- 2) Do not extend contract. Not recommended due to the fact the we already have the charging stations in our possession.

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.

Facilities possesses two EV Chargers, however, since they are not made in America they are not eligible to be purchased through the grant. The funding will now come out of Facilities Management Infrastructure fund 6000-1220-54010.



Payment of Claims

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

File #: 25-1184

Agenda Date: 5/6/2025

Agenda #: 8.A.

	Public Works		
	Schedule of Claims		
	5/6/2025		
Pay Vendor Name	Description	Check Date	Amount
AMAZON CAPITAL SERVICES	Battery	4/11/2025	\$151.73
AT&T	Phone service	4/11/2025	\$58.47
BAKER TILLY US, LLP	Audit	4/11/2025	\$6,625.95
BERLAND'S HOUSE OF TOOLS	Nails	4/11/2025	\$84.99
CONTEGRA INC.	Transducer	4/11/2025	\$1,118.36
CUMMINS SALES AND SERVICE	Regulator	4/11/2025	\$295.57
FEDERAL SIGNAL CORPORATION	Service	4/11/2025	\$4,965.81
FIRST ENVIRONMENTAL LABS INC	Lab testing	4/11/2025	\$187.20
GRAYBAR	Electrical supplies	4/11/2025	\$1,308.93
HIGH PSI LTD	Repair	4/11/2025	\$1,459.45
HOME DEPOT CREDIT SERVICES	Supplies	4/11/2025	\$4,294.41
JX ENTERPRISES, INC	Repair	4/11/2025	\$300.99
METROPOLITAN INDUSTRIES, INC	Floats	4/11/2025	\$592.00
MIDWEST OFFICE INTERIORS INC	Chairs	4/11/2025	\$2,349.30
MONROE TRUCK EQUIPMENT INC	Tool box	4/11/2025	\$548.74
NALCO COMPANY LLC	Deionizer system rental	4/11/2025	\$202.25
NAVIONICS RESEARCH INC.	SCADA metrics Ethermeter	4/11/2025	\$898.49
OZINGA READY MIX CONCRETE, INC	Concrete	4/11/2025	\$929.00
PACKEY WEBB FORD	Service	4/11/2025	\$245.20
PEREGRINE CORPORATION	Utility billing	4/11/2025	\$1,338.52
POMP'S TIRE SERVICE, INC.	Service	4/11/2025	\$2,163.45
RENTOKIL NORTH AMERICA INC	Preventive services	4/11/2025	\$315.71
TAMELING INDUSTRIES INC	Black dirt	4/11/2025	\$1,620.00
VILLAGE OF WILLOWBROOK	Meter reads	4/11/2025	\$381.00
VOGELSANG USA, LTD	Pump	4/11/2025	\$14,554.00
WASTEBOX INC	Dumpster	4/11/2025	\$320.00
AT&T	Phone service	4/15/2025	\$52.24
BARRETT HARDWARE & INDUSTRIAL	Paint brushes	4/15/2025	\$206.78
BLAINS FARM & FLEET	Boots	4/15/2025	\$120.00
CITY OF NAPERVILLE	Meter reads	4/15/2025	\$330.50
COLE-PARMER	Lab supplies	4/15/2025	\$739.42
CUMMINS SALES AND SERVICE	Repair	4/15/2025	\$2,630.87
EJ USA INC	Sanitary lids	4/15/2025	\$6,582.00
FAVIA INVESTMENTS LTD	Service	4/15/2025	\$538.34
FEDEX	Shipping	4/15/2025	\$84.33
FLEETPRIDE	Air lies	4/15/2025	\$131.98
GRAINGER INC	Electrical supplies	4/15/2025	\$676.59
HAWKINS INC	Potassium carbonate	4/15/2025	\$1,072.20
HYDRAULIC SUPPLY COMPANY	Fittings	4/15/2025	\$47.08
INDEPENDENT BEARING INC	Bearings	4/15/2025	\$1,571.47
JOHNSTONE SUPPLY	Refrigerant	4/15/2025	\$904.11
MANSFIELD POWER AND GAS	Gas	4/15/2025	\$10,033.02
MCMMASTER-CARR	SS eyebolt	4/15/2025	\$396.20
NCL OF WISCONSIN INC	Lab supplies	4/15/2025	\$1,015.99
NICOR GAS	Gas	4/15/2025	\$5,019.96
NORTHERN SAFETY CO., INC.	Latex gloves, ear plugs	4/15/2025	\$894.94
ODP BUSINESS SOLUTIONS, LLC	Office supplies	4/15/2025	\$286.38
PAYMENTUS GROUP INC	Transaction fees	4/15/2025	\$1,955.00

	Public Works		
	Schedule of Claims		
	5/6/2025		
Pay Vendor Name	Description	Check Date	Amount
TERRACE SUPPLY CO	Gas cylinder rental	4/15/2025	\$88.35
USA BLUEBOOK	Fluoride	4/15/2025	\$212.04
VULCAN CONSTRUCTION MATERIALS	Stone	4/15/2025	\$432.26
AMAZON CAPITAL SERVICES	Fan	4/18/2025	\$777.90
AMITY HOSPITAL SERVICE	Service	4/18/2025	\$771.31
AT&T	Phone service	4/18/2025	\$885.35
AT&T MOBILITY	Cellular phone service	4/18/2025	\$2,867.04
B & R REPAIR INC	Repair	4/18/2025	\$2,716.11
BLAINS FARM & FLEET	Boots	4/18/2025	\$119.99
CDW GOVERNMENT INC	HP workstation	4/18/2025	\$1,278.83
CITY OF DARIEN	Reimbursement	4/18/2025	\$1,215,787.67
COM ED	Electricity	4/18/2025	\$44,187.05
FSS TECHNOLOGIES, LLC	Central station monitoring	4/18/2025	\$468.00
GRAINGER INC	Electrical supplies	4/18/2025	\$669.60
GRAYBAR	Electrical supplies	4/18/2025	\$1,339.85
HYDRAULIC SUPPLY COMPANY	Hose with fittings, tire gauge	4/18/2025	\$1,683.23
IDEXX DISTRIBUTION INC	Lab supplies	4/18/2025	\$3,102.41
JADE SCIENTIFIC, INC	Lab supplies	4/18/2025	\$686.61
JOHNSON, DANIEL	Reimbursement	4/18/2025	\$102.48
ODP BUSINESS SOLUTIONS, LLC	Office supplies	4/18/2025	\$65.95
RAM MECHANICAL SERVICES INC	Service	4/18/2025	\$1,044.00
RUNNION EQUIPMENT COMPANY	Tool box door	4/18/2025	\$1,718.67
TOSHIBA AMERICA BUSINESS	Copier service	4/18/2025	\$718.88
UNITED STATES POSTAL SERVICE	Postage	4/18/2025	\$282.21
ADVANCE AUTO PARTS	Auto parts	4/22/2025	\$241.40
ALLEGRA MARKETING PRINT MAIL	Door hangers	4/22/2025	\$379.73
AMAZON CAPITAL SERVICES	GO PRO Camera	4/22/2025	\$548.61
AT&T	Phone service	4/22/2025	\$258.37
CDW GOVERNMENT INC	Webcam	4/22/2025	\$63.69
CENTRAL STATES WATER	Meeting	4/22/2025	\$255.00
COMCAST	Internet	4/22/2025	\$253.85
DONOHUE & ASSOCIATES, INC.	Engineering services	4/22/2025	\$3,420.00
FEDERAL SIGNAL CORPORATION	Service	4/22/2025	\$13,272.09
FEDEX	Shipping	4/22/2025	\$96.35
FEHR GRAHAM & ASSOCIATES LLC	Engineering services	4/22/2025	\$39,034.81
GRAINGER INC	Electrical supplies	4/22/2025	\$2,987.98
GREAT LAKES CONCRETE, LLC	Tar	4/22/2025	\$297.50
HBK ENGINEERING LLC	Engineering services	4/22/2025	\$11,405.00
JIM JOLLY SALES, INC.	Gaskets, valves, pins, washers	4/22/2025	\$490.53
JOHNSON CONTROLS SECURITY	Security services	4/22/2025	\$55.80
KOTTMAYER, NICHOLAS	Conference	4/22/2025	\$317.60
NICOR GAS	Gas	4/22/2025	\$379.26
OLSSON ROOFING	Marionbrook roof replacement	4/22/2025	\$134,615.00
PAYMENTUS GROUP INC	Transaction fees	4/22/2025	\$702.80
REDWING BUSINESS ADVANTAGE	Safety shoes	4/22/2025	\$400.00
REESE, SEAN	Reimbursement	4/22/2025	\$56.56
SAFETY TRAINING ASSOCIATES INC	First aid training	4/22/2025	\$810.00
TROTTER & ASSOCIATES INC	Engineering services	4/22/2025	\$8,617.72

	Public Works		
	Schedule of Claims		
	5/6/2025		
Pay Vendor Name	Description	Check Date	Amount
VILLAGE OF DOWNERS GROVE	Meter reads	4/22/2025	\$55.35
ZORO TOOLS INC	Electric unit heater	4/22/2025	\$564.00
AMERICAN WATER WORKS ASSN	Membership	4/25/2025	\$413.00
AT&T	Phone service	4/25/2025	\$58.53
BAXTER & WOODMAN INC	Pretreatment Ordinance Review	4/25/2025	\$2,829.76
BLAINS FARM & FLEET	Boots	4/25/2025	\$179.99
CDM SMITH INC	Electrical infrastructure	4/25/2025	\$9,490.80
CORE & MAIN LP	OMNI C2 register 1 1/2" omni	4/25/2025	\$405.00
EGGERT, ROBERT	Plumbing reimbursement	4/25/2025	\$5,307.02
FEDEX	Shipping	4/25/2025	\$71.96
FEHR GRAHAM & ASSOCIATES LLC	Engineering services	4/25/2025	\$1,103.38
GRAYBAR	Electrical supplies	4/25/2025	\$7,539.71
HAWKINS INC	Chlorine cylinder rental	4/25/2025	\$40.00
IL ENVIRONMENTAL PROTECTION	Loan principal, interest	4/25/2025	\$314,820.94
JADE SCIENTIFIC, INC	Lab supplies	4/25/2025	\$137.31
LIBERTY PROCESS EQUIPMENT INC	Splash rings, shaft pins	4/25/2025	\$3,368.00
MENARDS	Supplies	4/25/2025	\$773.11
NALCO COMPANY LLC	DI Express	4/25/2025	\$581.81
NCL OF WISCONSIN INC	Lab supplies	4/25/2025	\$159.36
NICOR GAS	Gas	4/25/2025	\$196.33
PEREGRINE CORPORATION	Utility billing	4/25/2025	\$369.89
PITNEY BOWES INC	Ink cart	4/25/2025	\$182.58
USA BLUEBOOK	Lab supplies	4/25/2025	\$324.34
VERIZON	Cell phone service	4/25/2025	\$808.65
VILLAGE OF LOMBARD	Sewer service fees	4/25/2025	\$5,073.75
VWR INTERNATIONAL LLC	Electrode	4/25/2025	\$768.80
WATER SERVICES COMPANY	Service	4/25/2025	\$350.00
ADVANCE AUTO PARTS	Auto parts	4/29/2025	\$354.44
AL WARREN OIL COMPANY INC	Fuel	4/29/2025	\$20,063.36
ALDRIDGE ELECTRIC INC	Electrical infrastructure	4/29/2025	\$264,950.44
ALTA CONSTRUCTION EQUIPMENT	Filters	4/29/2025	\$571.76
AT&T	Phone service	4/29/2025	\$1,353.68
COMCAST	Internet	4/29/2025	\$253.85
FAVIA INVESTMENTS LTD	Service	4/29/2025	\$1,672.16
GODING ELECTRIC CO	Motor	4/29/2025	\$14,814.14
GRAYBAR	Electrical supplies	4/29/2025	\$4,866.72
JOHN SAKASH COMPANY INC	Hoist, wire rope	4/29/2025	\$3,734.71
LESMAN INSTRUMENT COMPANY	XRS-5 level transducer	4/29/2025	\$726.74
NICOR GAS	Gas	4/29/2025	\$53.89
SHERWIN-WILLIAMS CO	Grout	4/29/2025	\$405.00
STRAND ASSOCIATES INC	Boiler replacement design	4/29/2025	\$4,289.14
TITAN IMAGE GROUP INC	#10 window envelopes	4/29/2025	\$210.40
USA BLUEBOOK	Lab supplies	4/29/2025	\$310.18
	Total		\$2,258,168.34

	Public Works		
	Schedule of Claims		
	5/6/2025		
Pay Vendor Name	Description	Check Date	Amount

Facilities Management Department

Schedule of Purchases Under \$15,000

May 6, 2025

	VENDOR	DESCRIPTION	FUND	DEPT	ACCOUNT	AMOUNT
25057	Nicor Gas	Natural Gas	1000	1100	53200	\$2,390.76
25060	Airgas USA, LLC	Rental Of Machinery & Equipment	1000	1100	53410	\$354.60
25064	eWorks Electronics Services, Inc.	Other Contractual Expenses	1000	1103	53830	\$1,654.80
25093	United States Postal Service	Postage & Postal Charges	1000	1100	53804	\$1.38
25113	AT&T Mobility II LLC dba AT&T Mobility - National Act	Wireless Communication Services	1000	1103	53260	\$53.69
25128	Comcast Business	Wired Communication Services	1000	1100	53250	\$428.24
25212	Johnson Controls, Inc.	Repair & Maintenance Other Equipment	1000	1100	53370	\$2,991.60
25213	DuPage Topsoil, Inc.	Maintenance Supplies	1000	1102	52270	\$175.00
25214	Gallery System Art Displays, Inc.	Maintenance Supplies	1000	1100	52270	\$360.00
25215	Parts Town, LLC	Auto/Mach/Equip Parts	1000	1100	52250	\$25.86
25216	Applied Industrial Technologies	Auto/Mach/Equip Parts	1000	1100	52250	\$75.32
25217	McMaster-Carr Supply Company	Furn/Mach/Equip Small Value	1000	1100	52000	\$59.07
25218	Kimball Midwest	Furn/Mach/Equip Small Value	1000	1100	52000	\$31.55
25219	DuPage Topsoil, Inc.	Maintenance Supplies	1000	1102	52270	\$175.00
25220	Imbert International, Inc.	Maintenance Supplies	1000	1100	52270	\$1,662.09
25221	NSS Exteriors	Repair & Maintenance Facilities	1000	1100	53300	\$2,921.84
25222	AHW LLC (Arends Hogan Walker LLC)	Auto/Mach/Equip Parts	1000	1102	52250	\$720.60
25223	Harris Equipment Corporation	Maintenance Supplies	1000	1100	52270	\$2,173.48
25226	AlphaGraphics Wheaton	Printing	1000	1100 1103	53800 53800	\$59.25
25228	Lesman Instrument	Maintenance Supplies	1000	1100	52270	\$1,188.64
25229	Kimball Midwest	Operating Supplies & Materials	1000	1100	52200	\$506.92
25230	National Lift Truck	Repair & Maintenance Other Equipment	1000	1100	53370	\$577.47
25232	Elges (Hinz), Joy	Subscription IT Arrangements	1000	1103	53807	\$120.00
25233	Johnson Controls, Inc.	Subscription IT Arrangements	1000	1100	53807	\$4,714.00
25234	Landscape Material & Firewood Sales, Inc.	Maintenance Supplies	1000	1102	52270	\$567.00
25235	Johnstone Supply	Auto/Mach/Equip Parts	1000	1100	52250	\$384.60
25236	Kele Inc.	Auto/Mach/Equip Parts	1000	1100	52250	\$400.84
25238	McMaster-Carr Supply Company	Maintenance Supplies	1000	1100	52270	\$35.49
25240	Petro-Chem Industries (Petro Chem-Ecker Erhardt LLC)	Repair & Maintenance Other Equipment	1000	1100	53370	\$2,000.00
25241	Graybar Electric Company	Furn/Mach/Equip Small Value	1000	1100	52000	\$782.78
25242	Porter Pipe & Supply	Maintenance Supplies	1000	1100	52270	\$472.02
25243	JC Insulation Inc.	Repair & Maintenance Facilities	1000	1100	53300	\$4,640.00
25244	AlphaGraphics Wheaton	Printing	1000	1100	53800	\$19.75
25245	Johnstone, Ian	Instruction & Schooling	1000	1103	53610	\$95.00

Facilities Management Department

Schedule of Other Payments						
May 6, 2025						
CONTRACT #	VENDOR	DESCRIPTION	FUND	DEPT	ACCOUNT	AMOUNT
6937-0001 SERV	A&P Grease Trappers, Inc.	Repair & Maintenance Facilities	1000	1100	53300	\$2,125.00
7029-0001 SERV	Advanced Boiler Control Services, Inc.	Auto/Mach/Equip Parts	1000	1100	52250	\$774.18
7197-0001 SERV	Air Filter Solutions, LLC	Maintenance Supplies	1000	1100	52270	\$14,705.30
7385-0001 SERV	Amazon.com LLC	Furn/Mach/Equip Small Value, Operating Supplies & Materials, Wearing Apparel and Maintenance Supplies	1000	1100	52000 52200 52220 52270	\$1,234.79
7148-0001 SERV	AT&T Mobility II LLC dba AT&T Mobility - National Act	Operating Supplies & Materials and Wireless Communications Services	1000 1000	1100 1102	52200 53260 53260	\$1,949.55
6825-0001 SERV	Best Technology Systems, Inc.	Repair & Maintenance Facilities	1000	1100	53300	\$1,810.00
6678-0001 SERV	Builders Chicago Corporation	Maintenance Supplies and Repair & Maintenance Facilities	1000	1100	52270 53300	\$4,683.07
7028-0001 SERV	Builders Chicago Corporation	Repair & Maintenance Facilities	1000	1100	53300	\$12,042.68
7077-0001 SERV	C.A. Short Company	Other Contractual Expenses	1000	1100	53830	\$120.00
6836-0001 SERV	CDM Smith, Inc.	Building Improvements	6000	1220	54010	\$34,132.35
6906-0001 SERV	Chem-Wise Ecological Pest Management Services, Inc.	Custodial Services	1000	1100	53810	\$479.00
7580-0001 SERV	Chem-Wise Ecological Pest Management Services, Inc.	Custodial Services	1000	1100	53810	\$479.00
7088-0001 SERV	City of Wheaton	Repair & Maintenance Facilities	1000	1100	53300	\$4,335.00
7595-0001 SERV	Conserv FS, Inc.	Maintenance Supplies	1000	1102	52270	\$1,497.00
6837-0001 SERV	Donohue & Associates, Inc.	Building Improvements	6000	1220	54010	\$3,812.50
FM25198	DPC Public Works	Repair & Maintenance Facilities	1000	1100	53300	\$30,017.68
7253-0001 SERV	Engineering Resource Associates, Inc.	Building Improvements	6000	1220	54010	\$810.00
5968-0001 SERV	Fehr Graham & Associates LLC	Engineering & Architectural	1000	1100	53010	\$324.40
7161-0001 SERV	Fox Valley Fire & Safety	Repair & Maintenance Facilities	1000	1100	53300	\$525.00
6753-0001 SERV	Gehrke Technology Group, Inc.	Other Professional Services	1000	1100	53090	\$2,399.90
6793-0001 SERV	GenServe LLC	Repair & Maintenance Facilities	1000	1100	53300	\$377.14
7444-0001 SERV	Grainger	Furn/Mach/Equip Small Value, Operating Supplies & Materials, Wearing Apparel, Auto/Mach/Equip Parts and Maintenance Supplies	1000	1100	52000 52200 52220 52250 52270	\$5,808.02
7447-0001 SERV	Graybar Electric Company	Maintenance Supplies and Building Improvements	1000 6000	1100 1220	52270 54010	\$21,892.44
7533-0001 SERV	Graybar Electric Company	Building Improvements	6000	1220	54010	\$830.61
7036-0001 SERV	Groot Industries, Inc.	Custodial Services	1000	1100	53810	\$4,478.49
7099-0001 SERV	HD Supply, Inc. DBA HD Supply Facilities Maintenance, LTD.	Cleaning Supplies	1000	1100	52280	\$1,716.32
5599-0001 SERV	Home Depot	Furn/Mach/Equip Small Value, Operating Supplies & Materials, Fuel & Lubricants, Maintenance Supplies and Building Improvements	1000 6000	1100 1220	52000 52200 52260 52270 54010	\$2,074.48
7327-0001 SERV	Johnson Controls, Inc.	Auto/Mach/Equip Parts	1000	1100	52250	\$144.75

Facilities Management Department

CONTRACT #	VENDOR	DESCRIPTION	FUND	DEPT	ACCOUNT	AMOUNT
7417-0001 SERV	Johnson Controls, Inc.	Repair & Maintenance Facilities	1000	1100	53300	\$2,272.33
6661-0001 SERV	Kluber, Inc.	Building Improvements	6000	1220	54010	\$3,392.50
7392-0001 SERV	Kluber, Inc.	Building Improvements	6000	1220	54010	\$9,740.50
6904-0001 SERV	Knox Swan & Dog LLC	Other Contractual Expenses	1000	1102	53830	\$625.00
5900-0001 SERV	Kone, Inc.	Repair & Maintenance Infrastructure	1000	1100	53310	\$29,759.12
7247-0001 SERV	L. Marshall, Inc.	Building Improvements	6000	1220	54010	\$6,000.00
6042-0001 SERV	Lamp Incorporated	Building Improvements	6000	1220	54010	\$51,530.80
7343-0001 SERV	Luetkehans, Brady, Garner & Armstrong	Legal Services	1000	1100	53030	\$1,120.00
5448-0001 SERV	Mansfield Power and Gas LLC	Natural Gas	1000	1100	53200	\$48,580.16
6652-0001 SERV	Meade Inc	Building Improvements	6000	1220	54010	\$11,382.78
6352-0001 SERV	Metropolitan Industries, Inc.	Furn/Mach/Equip Small Value	1000	1100	52000	\$6,039.00
7550-0001 SERV	Midwest Applied Solutions, Inc.	Maintenance Supplies	1000	1100	52270	\$45,629.43
7286-0001 SERV	Nicor Gas	Natural Gas	1000	1100	53200	\$18,999.95
7401-0001 SERV	ODP Business Solutions LLC	Furn/Mach/Equip Small Value and Operating Supplies & Materials	1000	1100 1103	52000 52200	\$242.37
7512-0001 SERV	Red Wing Brands of America Inc.	Wearing Apparel	1000	1100	52220	\$800.00
7563-0001 SERV	Royal Pipe & Supply Company	Maintenance Supplies	1000	1100	52270	\$670.60
7353-0001 SERV	SCARCE	Other Contractual Expenses	1000	1103	53830	\$12,500.00
6949-0001 SERV	Steve Piper and Sons, Inc.	Custodial Services	1000	1100	53810	\$2,137.85
6472-0001 SERV	TGA Park 88, LLC c/o Cushman & Wakefield	Lease of Buildings	1000	1100	54000-0700	\$25,662.17
7462-0001 SERV	The Sherwin-Williams Company	Maintenance Supplies and Building Improvements	1000 6000	1100 1220	52270 54010	\$758.06
6339-0001 SERV	Thompson Electronics Company	Repair & Maintenance Facilities	1000	1100	53300	\$2,306.32
7189-0001 SERV	Toshiba America Business Solutions Inc	Copier Usage and IT Equipment - Capital Lease	1000	1100	53800-0001 54100-0700	\$550.81
7310-0001 SERV	Trane U.S. Inc	Repair & Maintenance Facilities	1000	1100	53300	\$10,883.83
7319-0001 SERV	Valdes Supply	Cleaning Supplies	1000	1100	52280	\$9,049.33
5425-0001 SERV	Village of Winfield	Water & Sewer	1000	1100	53220	\$22.70
FM25034	Wheaton Park District	Matching Funds/Contributions	1000	1100	53700	\$41,820.25
5403-0001 SERV	Wheaton Sanitary	Water & Sewer	1000	1100	53220	\$24,542.71
5709-0001 SERV	Wight Construction Services, Inc.	Building Improvements	6000	1220	54010	\$9,640.67



Facilities Management Requisition Over \$30K

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

File #: FM-P-0021-25

Agenda Date: 5/6/2025

Agenda #: 9.A.

AWARDING RESOLUTION
ISSUED TO ALTORFER INDUSTRIES INC.
TO FURNISH AND DELIVER
ONE (1) CATERPILLAR COMPACT TRACK LOADER
FOR GROUNDS MAINTENANCE, FOR FACILITIES MANAGEMENT
(CONTRACT TOTAL NOT TO EXCEED \$66,670.00)

WHEREAS, pursuant to Intergovernmental Agreement between the County of DuPage and Sourcewell, the County of DuPage will contract with Altorfer Industries Inc.; and

WHEREAS, the Public Works Committee recommends County Board approval for the issuance of a contract to, Altorfer Industries Inc., to furnish and deliver one (1) Caterpillar Compact Track Loader, for Grounds Maintenance, for the period May 14, 2025 through November 30, 2025, for Facilities Management.

NOW, THEREFORE BE IT RESOLVED, that County Contract, covering said, to furnish and deliver one (1) Caterpillar Compact Track Loader, for Grounds Maintenance, for the period May 14, 2025 through November 30, 2025, for Facilities Management, be, and it is hereby approved for issuance of a contract by the Procurement Division to, Altorfer Industries Inc., 301 S. Mitchell Ct, Addison, IL 60101, for a total contract amount not to exceed \$66,760.00.

Enacted and approved this 13th day of May, 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#: 25-1054	RFP, BID, QUOTE OR RENEWAL #: Sourcewell #011723-CAT	INITIAL TERM WITH RENEWALS: OTHER	INITIAL TERM TOTAL COST: \$66,760.00
COMMITTEE: PUBLIC WORKS	TARGET COMMITTEE DATE: 05/06/2025	PROMPT FOR RENEWAL:	CONTRACT TOTAL COST WITH ALL RENEWALS: \$66,760.00
	CURRENT TERM TOTAL COST: \$66,760.00	MAX LENGTH WITH ALL RENEWALS:	CURRENT TERM PERIOD: INITIAL TERM
Vendor Information		Department Information	
VENDOR: Altorfer Industries Inc.	VENDOR #:	DEPT: Facilities Management	DEPT CONTACT NAME: Mary Ventrella
VENDOR CONTACT: Steve Kusmierz	VENDOR CONTACT PHONE: 630-330-7405	DEPT CONTACT PHONE #: 630-407-5705	DEPT CONTACT EMAIL: mary.ventrella@dupagecounty.gov
VENDOR CONTACT EMAIL: steve.kusmierz@altorfer.com	VENDOR WEBSITE:	DEPT REQ #:	
Overview			
<p>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 Altorfer Industries Inc., to furnish and deliver one (1) Caterpillar Compact Track Loader with accessories, for Facilities Management-Grounds, for the period May 14, 2025 through November 30, 2025, for a total contract amount not to exceed \$66,760.00; Altorfer Quote #129940-01. Contract let pursuant to the Intergovernmental Cooperation Act - Sourcewell Grounds Maintenance cooperative contract #011723.</p> <p>JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished This track loader will be used for many applications for the Grounds department. The tracks distribute weight over a larger area, reducing ground pressure and minimizing damage to sensitive areas like grass, turf, and landscaping. Helps to minimize downtime in sloppy conditions which will improve efficiency within the department. Lastly, track loader lowers the center of gravity and increases safety of the operator significantly.</p>			

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.
COOPERATIVE (DPC2-352), GOVERNMENT JOINT PURCHASING ACT (30ILCS525) OR GSA SCHEDULE PRICING	

SECTION 3: DECISION MEMO

SOURCE SELECTION	Describe method used to select source. Altorfer Industries provides Sourcewell joint purchasing agreement pricing for Caterpillar equipment per contract #0011723, and Altorfer is an authorized dealer to sell Caterpillar equipment.
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 securing a contract with Altorfer Industries to furnish and deliver one (1) replacement Compact Track Loader with trade-in. 2. Other option is to go out for bid, which does not guarantee prices will be lower.

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: Altorfer Industries Inc.	Vendor#:	Dept: Facilities Management	Division:
Attn: Steve Kusmierz	Email: steve.kusmierz@altorfer.com	Attn:	Email: FMAccountsPayable@dupagecounty.gov
Address: 301 S. Mitchell Ct.	City: Addison	Address: 421 N. County Farm Road	City: Wheaton
State: IL	Zip: 60101	State: IL	Zip: 60187
Phone: 630-330-7405	Fax: 630-563-1261	Phone: 630-407-5700	Fax: 630-407-5701
Send Payments To:		Ship to:	
Vendor: Altorfer Industries Inc.	Vendor#:	Dept: Facilities Management - Grounds	Division:
Attn:	Email:	Attn: Connor Michalek	Email: connor.michalek@dupagecounty.gov
Address: 301 S. Mitchell Ct.	City: Addison	Address: 170 N. County Farm Road	City: Wheaton
State: IL	Zip: 60101	State: IL	Zip: 60187
Phone:	Fax:	Phone: 630-432-1502	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): May 14, 2025	Contract End Date (PO25): Nov 30, 2025

Purchase Requisition Line Details											
LN	Qty	UOM	Item Detail (Product #)	Description	FY	Company	AU	Acct Code	Sub-Accts/ Activity Code	Unit Price	Extension
1	1	LO		CONSTR & OTHER MOTOR EQUIP	FY25	1000	1102	54130		66,760.00	66,760.00
<i>FY is required, ensure the correct FY is selected.</i>										Requisition Total	\$ 66,760.00


Comments	
HEADER COMMENTS	Provide comments for P020 and P025. Furnish and deliver one (1) Caterpillar Compact Track Loader with accessories, for Facilities Management-Grounds.
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, and Clara Gomez.
INTERNAL NOTES	Provide comments for department internal use (not for P020 and P025). Comments will not appear on PO. Public Works Committee: 05/06/25 County Board: 05/13/25 Job #25-01800
APPROVALS	Department Head signature approval for procurements under \$15,000. Procurement Officer Approval for ETSB.

Caterpillar Inc.

Heavy construction equipment

#011723-CAT

Maturity Date: 4/14/2027


Website: cat.com/coop-purchasing 

Products & Services 

Products & Services

Sourcewell contract 011723-CAT gives access to the following types of goods and services:

- Motor graders
- Backhoe and wheel loaders
- Skid steer, multi-terrain, and compact track loaders
- Dozer and wheel excavators
- Material handlers
- Landfill equipment
- Articulated trucks and rigid frame trucks
- Wheel tractor scrapers
- Telehandlers
- Pavers, compactors, cold planers, and reclaimers
- Work tools & attachments

Locate your local dealer or representative 

(nongovernment site)

Contact us

Have questions about a contract or cooperative purchasing?

Contact our dedicated team online or call 877-585-9706.

Buy Sourcewell

Login to unlock more contract features.

Username

Username

Password

Password

2025 Sourcewell Caterpillar Cooperative Contract Discounts by Model

Machine Model*	New Equipment
2025	Discount to Customer (Off List Price)

Track Type Tractors

D1	23.00%
D1 Fire Dozer	23.00%
D2	23.00%
D2 Fire Dozer	23.00%
D3	23.00%
D3 Fire Dozer	23.00%
D4	23.00%
D5	23.00%
D5 Fire Dozer	23.00%
D6	23.00%
D7	19.00%
D8	19.00%
D9	One Time Only
D10	One Time Only

Wheeled Excavators

M314	26.00%
M315	26.00%
M316	26.00%
M317	26.00%
M318	26.00%
M320	26.00%
M322	26.00%

Material Handlers

MH3022	26.00%
MH3024	26.00%
MH3026	26.00%
MH3040	26.00%
MH3050	26.00%
MH3250	26.00%
MH3260	26.00%

Telehandlers

TH255	23.00%
TH408	24.00%
TL842	24.00%
TL943	24.00%
TL1055	24.00%
TL1255	24.00%

Motor Graders

120	34.00%
120GC	34.00%
140	30.00%
140GC	30.00%
150	30.00%
180	30.00%
14	19.00%

Skid Steer Loaders

226	21.00%
232	21.00%
236	21.00%
242	21.00%
246	21.00%
250	21.00%
260	21.00%
262	21.00%
270	21.00%
272	21.00%

Compact Track Loaders

239	21.00%
249	21.00%
255	21.00%
259	21.00%
265	21.00%
275	21.00%
279	21.00%
285	21.00%
289	21.00%
299	21.00%
299XE Land Management	21.00%

Note

Base machines must be properly configured with other mandatory and optional items from the price list before they are considered operational.

All new machines are subject to a commodity surcharge of up to 20% (In some cases, increased tire costs may cause this number to be greater)

All new attachments (CAT work tools) are subject to a commodity surcharge of up to 25%

Dealer costs (example: pre delivery inspection, assembly, freight to final location, etc.) are not subject to list discount

Attachments (CAT work tools) purchased with new machine on same invoice are subject to same list discount as machine

Non-Attached CAT OEM Work Tools are attachments sold on a standalone order without a machine purchase

Parts and Service is offered by the servicing dealer at local rates

**Solicitation Number: RFP # 011723****CONTRACT**

This Contract is between Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 (Sourcewell) and **Caterpillar Inc.**, 100 NE Adams Street, Peoria, IL 61629 (Supplier).

Sourcewell is a State of Minnesota local government unit and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) that offers cooperative procurement solutions to government entities. Participation is open to eligible federal, state/province, and municipal governmental entities, higher education, K-12 education, nonprofit, tribal government, and other public entities located in the United States and Canada. Sourcewell issued a public solicitation for **Heavy Construction Equipment with Related Attachments and Technology** from which Supplier was awarded a contract.

Supplier desires to contract with Sourcewell to provide equipment, products, or services to Sourcewell and the entities that access Sourcewell's cooperative purchasing contracts (Participating Entities).

1. TERM OF CONTRACT

- A. **EFFECTIVE DATE.** This Contract is effective upon the date of the final signature below.
- B. **EXPIRATION DATE AND EXTENSION.** This Contract expires April 14, 2027, unless it is cancelled sooner pursuant to Article 22. This Contract may be extended one additional year upon the request of Sourcewell and written agreement by Supplier.
- C. **SURVIVAL OF TERMS.** Notwithstanding any expiration or termination of this Contract, all payment obligations incurred prior to expiration or termination will survive, as will the following: Articles 11 through 14 survive the expiration or cancellation of this Contract. All other rights will cease upon expiration or termination of this Contract.

2. EQUIPMENT, PRODUCTS, OR SERVICES

- A. **EQUIPMENT, PRODUCTS, OR SERVICES.** Supplier will provide the Equipment, Products, or Services as stated in its Proposal submitted under the Solicitation Number listed above. Supplier's Equipment, Products, or Services Proposal (Proposal) is attached and incorporated into this Contract.

(excepting Sourcewell's pre-printed catalog of vendors which may be used until the next printing). Vendor must return all marketing and promotional materials, including signage, provided by Sourcewell, or dispose of it according to Sourcewell's written directions.

4. Miscellaneous. The terms and conditions of this Addendum shall have no effect on the terms and conditions of any other trademark licenses signed by the Parties.

All other terms of the Contract remain in full force and effect, unless otherwise terminated.

DocuSigned by:
Signature on File
By: C0FD2A139D06489...
Name: Jeremy Schwartz
Title: Director of Operations and Procurement
Date: 5/24/2023 | 2:45 PM CDT

DocuSigned by:
Signature on File
By: 68A87926721B4E0...
Name: Patrick Kearns
Title: Vice President Sales & Marketing - North America
Date: 5/24/2023 | 12:48 PM PDT



129940-01

April 3, 2025

DUPAGE COUNTY
FACILITIES MANAGEMENT
421 NORTH COUNTY FARM RD
WHEATON, IL 60187

Attention: CONNER MICHALEK



Dear Conner Michalek,

We would like to thank you for your interest in our company and our products and are pleased to quote the following for your consideration.

ONE (1) NEW CATERPILLAR MODEL: 265-05A COMPACT TRACK LOADER WITH ALL STANDARD EQUIPMENT IN
ADDITION TO THE ADDITIONAL SPECIFICATIONS LISTED BELOW:

STOCK NUMBER: Y01210

SERIAL NUMBER: TBA

YEAR: 2025

SMU: 0

We wish to thank you for the opportunity of quoting on your equipment needs. This quotation is valid for 120 days, after which time we reserve the right to re-quote. If there are any questions, please do not hesitate to contact me. **In closing, we do greatly appreciate this opportunity to earn your business. We are confident that our products, backed by our unparalleled product support after the sale, will exceed your expectations.**

Sincerely,

Signature on File

Steve Kusmierz
Machine Sales Representative

ONE (1) NEW CATERPILLAR MODEL: 265-05A COMPACT TRACK LOADER WITH ALL STANDARD EQUIPMENT IN ADDITION TO THE ADDITIONAL SPECIFICATIONS LISTED BELOW:

STANDARD EQUIPMENT

POWERTRAIN -Cat C2.8TA turbocharged, aftercooled -diesel engine --Gross horsepower per ISO 14396 -74.2 hp (55.3 kW) -- Glow plugs starting aid -- Liquid cooled, direct injection -Air cleaner, dual element, radial seal -S-O-S sampling valve, hydraulic oil - Ecology drain - coolant -Filter, hydraulic supply, cartridge type -Filter, hydraulic return, cartridge type -Filter, canister type, engine oil -Filter, canister type, fuel and water separator -Radiator / hydraulic oil -cooler (side-by-side) -Spring applied, hydraulically released, -parking brakes -Hydrostatic transmission -Lockable fuel cap -Auto engine idle -

UNDERCARRIAGE -Torsion Suspension (4 independent -torsion axles) -Two speed travel -Integrated tie downs on track -frame (4)

HYDRAULICS -Selectable control pattern - ISO or H -Electro/hydraulic implement control -Electro/hydraulic hydrostatic - transmission control -Speed sensor guarding -Heavy duty flat faced quick disconnects -with integrated pressure release lever -

ELECTRICAL -Work Tool Electrical Harness -Heavy duty battery - -includes battery disconnect with -lockout feature -12-volt electrical system -85 ampere alternator -LED work lights -Auto reverse lights -Switch backlighting -Interior LED dome light -Backup alarm -Electrical outlet, beacon -Courtesy lighting, exterior -Automatic Work light notification flash -when parking brake is released -

OPERATOR ENVIRONMENT -Operator warning system indicators: -- Air filter restriction -- Alternator output -- Armrest raised / operator out of seat -- Engine coolant temperature -- Engine oil pressure -- Glow plug activation -- Hydraulic supply filter restriction -- Hydraulic oil temperature -- Park brake engages -- Engine emission system -(where applicable) -Control interlock system, when operator -leaves seat or armrest raised: -- Hydraulic system disables -- Hydrostatic transmission disables -- Parking brake engages -ROPS cab, tilt up -FOPS, Level I -Color LCD monitor: -- Creep speed control -- Drive response adjustment -- Implement response adjustment -- Drive Power Priority adjustment -- Language selection (x32) -- Date, Time, Units, and brightness -settings -- Multi-operator Anti-theft Security -System & Monitoring -- Maintenance schedule and reminders -- Event and Diagnostic Code monitoring -- Smart Technology, enables use of - Smart Attachments -Gauges: fuel level, hour meter, - hydraulic temperature, battery - voltage, tachometer, -Cell Phone Storage Pocket -Cup Holder -Ergonomic contoured armrest -Independently adjustable, seat -mounted joystick controls. -Top and rear windows -Floormat -Headliner -Interior rear-view mirror -Horn -Hand (dial) throttle, electronic -12-volt power port -Rear window breaker hammer -

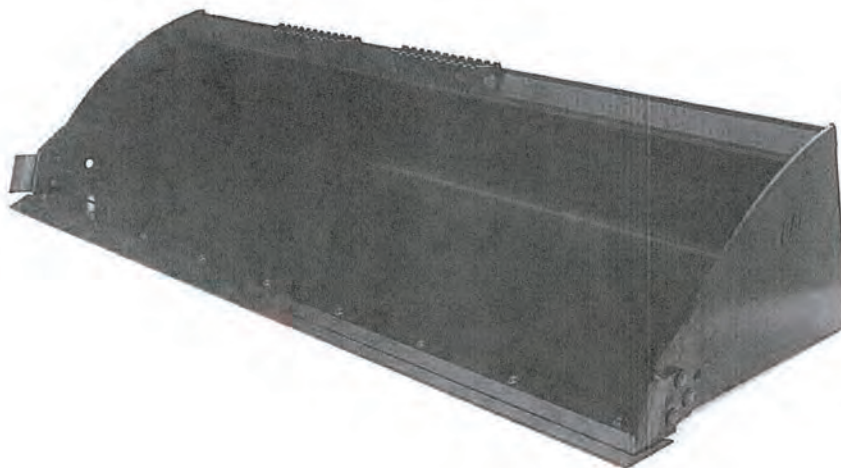
FRAMES -Lift linkage, vertical path -Chassis, one piece welded -Machine tie down points (9) -Removable panels for machine - frame cleanout -Support, lift arm -Steel rear and front bumpers, welded -Fuel fill, machine right hand side.

OTHER STANDARD EQUIPMENT -Steel engine door with replaceable -louvers -Engine door - lockable -Extended life antifreeze (- 37C, -34F) -Work tool attachment coupler -Hydraulic oil level sight gauge -Radiator coolant level sight gauge -Radiator expansion bottle -Cat Tough Guard TM hose -Hydraulic demand cooling fan



MACHINE SPECIFICATIONS

265 CTL DCA4C	657-5701
265 05A COMPACT TRACK LOADER	586-0268
CAB PACKAGE, PRO PLUS INCLUDES:	651-8313
HYDRAULICS, PERFORMANCE, (HP1)	586-0012
IDLER WHEELS, TRIPLE FLANGE	642-3007
WORKLIGHTS, LED, FRONT/REAR	579-2310
COMFORT PKG, ENCLOSED CAB,HVAC	585-9837
SEAT,AIR SUSPENSION,CLOTH,HEAT	585-9587
PACKAGE, TECHNOLOGY (T4)	607-8407
FAN, COOLING, DEMAND	586-0167
COUPLER, HYDRAULIC, SELF LEVEL	586-0041
HOSE GUIDE, ATTACHMENT	640-5405
RIDE CONTROL, NONE	592-6357
REAR LIGHTS	579-2312
SEAT BELT, 2"	613-1924
DOOR, CAB, POLY	
COLD STARTING PACKAGE (120V)	652-2074
CERTIFICATION ARR, P65	643-7208
LANE 3 ORDER	0P-9003
GUARDING / SEALING PKG, (HD1)	586-0093
TRACK,RUBBER,450MM(17.7 IN)BAR	596-4438
FUEL, MANUAL PRIMING	607-0943
INTEGRATED RADIO	651-8586
INSTRUCTIONS, ANSI, USA	585-9582
SERIALIZED TECHNICAL MEDIA KIT	421-8926
COUNTERWEIGHT,MACHINE.EXTERNAL	585-9676
PACK, DOMESTIC TRUCK	0P-0210
PRODUCT LINK, CELLULAR PL243	579-2323
BUCKET-IND, 80", BOCE	643-5220

BUCKET-IND, 80", BOCE

WARRANTY & COVERAGE

Standard Warranty: 24 Months/2,000 Hours Full Machine Standard Warranty

LIST PRICE	\$121,955.00
FREIGHT & DEALER PREP	\$2,350.00
SOURCEWELL GOVERNMENTAL DISCOUNT	
DuPage County SOURCEWELL ACCT# 3182	(\$33,005.00)
Caterpillar SOURCEWELL ACCT# 011723	
Trade 262D3 ZB203086	-\$30,000.00
NET BALANCE DUE	
AFTER TAX BALANCE	\$61,300.00

SKID STEER LOADER WORK TOOLS	0P-0096
AUGER, A41, SSL	219-7706
BIT, AUGER 24"	153-4089
BIT, AUGER 36"	153-4091

WARRANTY & COVERAGE

Standard Warranty: 12 Months/Unlimited Hours Full Tool Standard Warranty

LIST PRICE	\$7,097.00
FREIGHT & DEALER PREP	\$230.00
USA SOURCEWELL GOVERNMENTAL DISCOUNT	
DuPage County SOURCEWELL ACCT# 3182	(\$1,867.00)
Caterpillar SOURCEWELL ACCT# 011723	
NET BALANCE DUE	\$5,460.00
AFTER TAX BALANCE	\$5,460.00

Total Balance Due	\$66,760.00
--------------------------	--------------------

EXTENDED WARRANTY OPTIONS:

Options to Add Extended Warranties: You have the option to add extended machine warranty. We can tailor these options available to you however you want. Just tell us what you need, and we will do our best to meet or exceed your expectations. Here are just a few examples of some Extended Warranty options:

Sell

Warranty

265-36 MO/3000 HR POWERTRAIN	\$810.00
------------------------------	----------

265-36 MO/3000 HR POWERTRAIN + HYDRAULICS
 265-36 MO/3000 HR POWERTRAIN + HYDRAULICS + TECH
 265-36 MO/3000 HR PREMIER

\$1,190.00

\$1,240.00

\$2,400.00



0.00 *	0.00 *
121,955.00 +	7,097.00 +
89,027.15 -	5,180.81 -
32,927.85 *	1,916.19 *
32,927.85 ÷	1,916.19 ÷
121,955.00 =	7,097.00 =
0.27 *	0.27 *
89,027.15 +	7,097.00 +
2,350.00 +	230.00 +
91,377.15 ◇	7,327.00 ◇
30,000.00 -	1,867.00 -
77.00 -	5,460.00 *
61,300.15 *	

\$61,300.00+
 5,460.00+

\$66,760.00*

Ventrella, Mary

From: Steve Kusmierz <Steve.Kusmierz@Altorfer.com>
Sent: Tuesday, April 8, 2025 3:50 PM
To: Ventrella, Mary
Subject: RE: DuPage county - Altorfer Quote #129940-01
Attachments: DuPage County Facilities 265-05A Revised 4-3-25 (Y01210) (02-19-2025) QT129940R1S1.pdf

[Caution: This email originated outside Dupagecounty.gov. Do not click links or open attachments unless you recognize the sender and know the content is safe.]

Yes, you are correct I am giving more than the source well discount .
I'm \$77 higher than the straightforward 27% because the machine comes shipped from factory with the bucket, but you get that extra \$77 for the bucket .
I know it's a little confusing.
I can take it back off if you want it if makes it easier for you.

Please let me know if you have any questions or if there is more I can do to help.

Thanks for accepting my email.

Steve

Steve Kusmierz

Machine Sales Representative
steve.kusmierz@altorfer.com
630-330-7405 mobile
630-563-1261 e-fax

From: Ventrella, Mary <Mary.Ventrella@dupagecounty.gov>
Sent: Tuesday, April 8, 2025 3:14 PM
To: Steve Kusmierz <Steve.Kusmierz@Altorfer.com>
Cc: Michalek, Connor <Connor.Michalek@dupagecounty.gov>
Subject: RE: DuPage county - Altorfer Quote #129940-01

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Steve,

So, you are giving us a greater discount than what it states on the Sourcwell Contract #011723?
Also, my calculation is not producing what you have on the quote. \$121,955.00 – 27% = \$89,027.15

Compact Track Loaders

239	21.00%
249	21.00%
255	21.00%
259	21.00%
265	21.00%
275	21.00%
279	21.00%
285	21.00%
289	21.00%
299	21.00%
299XE Land Management	21.00%

Mary Ventrella

Facilities Management

630-407-5705

mary.ventrella@dupagecounty.gov

From: Steve Kusmierz <Steve.Kusmierz@Altorfer.com>

Sent: Tuesday, April 8, 2025 12:51 PM

To: Ventrella, Mary <Mary.Ventrella@dupagecounty.gov>

Cc: Michalek, Connor <Connor.Michalek@dupagecounty.gov>

Subject: RE: DuPage county - Altorfer Quote #129940-01

[Caution: This email originated outside Dupagecounty.gov. Do not click links or open attachments unless you recognize the sender and know the content is safe.]

Hi Mary

Yes

It is 27% off the list price.

I hope this helps.

Take Care

Please let me know if you have any questions or if there is more I can do to help.

Thanks for accepting my email.

Steve

Steve Kusmierz

Machine Sales Representative
steve.kusmierz@altorfer.com
630-330-7405 mobile
630-563-1261 e-fax

From: Ventrella, Mary <Mary.Ventrella@dupagecounty.gov>
Sent: Monday, April 7, 2025 3:59 PM
To: Steve Kusmierz <Steve.Kusmierz@Altorfer.com>
Cc: Michalek, Connor <Connor.Michalek@dupagecounty.gov>
Subject: RE: DuPage county - Altorfer Quote #129940-01

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Steve,

Can you please explain how you calculated the pricing breakdown?
What is the percentage discount off of the list price are you giving us?

Thank you,

Mary Ventrella

Buyer II
DuPage County Facilities Management
421 N. County Farm Road, 2-700
Wheaton, IL 60187
(630) 407-5705 direct
(630) 407-5700 main
(630) 407-5701 fax
mary.ventrella@dupagecounty.gov



📧 Please email all future invoices for DuPage County Facilities Management to:
FMAccountsPayable@dupagecounty.gov



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:	129940-01
COMPANY NAME:	ALTORFER INC.
CONTACT PERSON:	STEVE KUSMIECZ
CONTACT EMAIL:	STEVE.KUSMIECZ@ALTORFER.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/

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

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

Section IV: Certification

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

Printed Name: STEVE KUSMIERZ

Signature: Signature on File

Title: SALES REP

Date: 4-3-25



Facilities Management Requisition Over \$30K

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

File #: FM-P-0022-25

Agenda Date: 5/6/2025

Agenda #: 10.A.

AWARDING RESOLUTION
ISSUED TO CONNELLY ELECTRIC COMPANY
TO FURNISH AND INSTALL A SWITCHGEAR AT THE POWER PLANT,
FOR FACILITIES MANAGEMENT
(CONTRACT TOTAL NOT TO EXCEED \$324,300.00)

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 Connelly Electric Co., to furnish and install a replacement switchgear, at the Power Plant, for the period May 13, 2025, through May 12, 2026, for Facilities Management.

NOW, THEREFORE BE IT RESOLVED, that County Contract, covering said, to furnish and install a replacement switchgear, at the Power Plant, for Facilities Management, be, and it is hereby approved for issuance of a contract by the Procurement Division to, Connelly Electric Co., 40 S. Addison Rd. Ste 100, Addison, IL 60101, for a contract total amount not to exceed \$324,300.00, per lowest responsible bid #25-057-FM.

Enacted and approved this 13th day of May, 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#: 25-1168	RFP, BID, QUOTE OR RENEWAL #: 25-057-FM	INITIAL TERM WITH RENEWALS: OTHER	INITIAL TERM TOTAL COST: \$324,300.00
COMMITTEE: PUBLIC WORKS	TARGET COMMITTEE DATE: 05/06/2025	PROMPT FOR RENEWAL:	CONTRACT TOTAL COST WITH ALL RENEWALS: \$324,300.00
	CURRENT TERM TOTAL COST: \$324,300.00	MAX LENGTH WITH ALL RENEWALS:	CURRENT TERM PERIOD: INITIAL TERM
Vendor Information		Department Information	
VENDOR: Connelly Electric Co.	VENDOR #:	DEPT: Facilities Management	DEPT CONTACT NAME: Cathie Figlewski
VENDOR CONTACT: Dan Divane	VENDOR CONTACT PHONE: 847-814-7143	DEPT CONTACT PHONE #: X5665	DEPT CONTACT EMAIL: catherine.figlewski@dupagecounty.gov
VENDOR CONTACT EMAIL: dan.divane@connelyelectric.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 Connelly Electric Co. to furnish and install a replacement switchgear, at the Power Plant, for Facilities Management, for the period May 13, 2025, through May 12, 2026, for a total contract amount not to exceed \$324,300, per lowest responsible bid 25-057-FM.			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished The chiller switchgear is past its useful life. The switchgear provides power for essential campus cooling and also gives an option for a future fifth chiller if needed.			

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

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

SECTION 5: Purchase Requisition Information

<i>Send Purchase Order To:</i>		<i>Send Invoices To:</i>	
Vendor: Connelly Electric Co.	Vendor#:	Dept: Facilities Management	Division:
Attn: Dan Divane	Email: dan.divane@connelyelectric.com	Attn:	Email: FMAccountsPayable@dupagecounty.gov
Address: 40 S. Addison Rd. Ste 100	City: Addison	Address: 421 N. County Farm Road	City: Wheaton
State: IL	Zip: 60101	State: IL	Zip: 60187
Phone: 847-814-7143	Fax:	Phone: 630-407-5700	Fax: 630-407-5701
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Same as Above	Vendor#:	Dept: Facilities Management	Division:
Attn:	Email:	Attn: Rob Quigley	Email: robert.quigley@dupagecounty.gov
Address:	City:	Address: 410 County Farm Rd.	City: Wheaton
State:	Zip:	State: IL	Zip: 60187
Phone:	Fax:	Phone: 630-514-3732	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): May 13, 2025	Contract End Date (PO25): May 12, 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	LO		Building Improvement	FY25	6000	1220	54010	2502103	282,000.00	282,000.00
2	1	LO		Contingency	FY26	6000	1220	54010	2502103	42,300.00	42,300.00
<i>FY is required, ensure the correct FY is selected.</i>										Requisition Total	\$ 324,300.00

Comments	
HEADER COMMENTS	Provide comments for P020 and P025. Power Plant Switchgear Replacement
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO. Send PO to Cathie Figlewski, Katie Boffa and Clara Gomez
INTERNAL NOTES	Provide comments for department internal use (not for P020 and P025). Comments will not appear on PO. PW: 5/6/25 CB: 5/13/25
APPROVALS	Department Head signature approval for procurements under \$15,000. Procurement Officer Approval for ETSB.



THE COUNTY OF DUPAGE
FINANCE - PROCUREMENT
POWER PLANT SWITCHGEAR REPLACEMENT 25-057-FM
BID TABULATION



NO.	ITEM	UOM	QTY	William T. Connelly, Inc. dba Connelly Electric Co.	Pro Temp of Illinois, Inc.	Linear Electric, Inc.
				PRICE	PRICE	PRICE
1	Power Plant Switchgear Replacement	LS	1	\$ 282,000.00	\$ 413,300.00	\$ 478,877.00
GRAND TOTAL				\$ 282,000.00	\$ 413,300.00	\$ 478,877.00

NOTES

1) Facilities Management has requested a contingency of 15%, \$282,000.00 + \$42,300.00 (contingency) = \$324,300.00 contract request.

Bid Opening 4/23/2025 @ 10:40 AM	VC,SR
Invitations Sent	66
Total Vendors Requesting Documents	2
Total Bid Responses	3

BID PRICING FORM

Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	25-057-FM
COMPANY NAME:	William T. Connelly, Inc. dba Connelly Electric Co.
CONTACT PERSON:	Dan Divane - Vice President - Aviation, Transportation & Public Works
CONTACT EMAIL:	dan.divane@connelyelectric.com

Section II: Pricing

All goods are to be shipped, delivered, and installed F.O.B Destination.

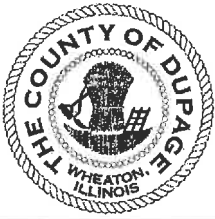
NO.	ITEM	UOM	QTY	PRICE
1	Power Plant Switchgear Replacement	LS	1	\$ 282,000.00
GRAND TOTAL (In words)		Two Hundred Eighty Two Thousand and 00/100 Dollars		

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: Dan Divane Signature: Signature on File

Title: Vice President - Aviation, Transportation & Public Works Date: 4/23/25



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:	25-057-FM
COMPANY NAME:	William T. Connelly, Inc. dba Connelly Electric Co.
MAIN ADDRESS:	40 S. Addison Rd. Suite 100
CITY, STATE, ZIP CODE:	Addison, IL 60101
TELEPHONE NO.:	630.543.9059
BID CONTACT PERSON:	Dan Divane
CONTACT EMAIL:	dan.divane@connelyelectric.com

Section II: Contract Administration Information

Complete the contract administration information below.

CORRESPONDENCE TO CONTRACTOR:		REMIT TO CONTRACTOR:	
NAME:	Dan Divane	NAME:	Dan Divane
CONTACT:	VP Aviation, Transportation & Public Works	CONTACT:	VP Aviation, Transportation & Public Works
ADDRESS:	40 S. Addison Rd., Suite 100	ADDRESS:	40 S. Addison Rd., Suite 100
CITY, ST., ZIP:	Addison, IL 60101	CITY, ST., ZIP:	Addison, IL 60101
PHONE NO.:	847.814.7143	PHONE NO.:	847.814.7143
EMAIL:	dan.divane@connelyelectric.com	EMAIL:	dan.divane@connelyelectric.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:

Kevin P. Connelly
(President or Partner)

Brian F. Connelly
(Vice-President or Partner)

Kevin P. Connelly
(Secretary or Partner)

Brian F. Connelly
(Treasurer or Partner)

Further, the undersigned declares that the only person or parties interested in this bid as principals are those named herein; that this bid is made without collusion with any other person, firm or corporation; that he has fully examined the proposed forms of agreement and the contract specifications for the above designated purchase, all of which are on file in the office of the Procurement Officer, DuPage County, 421 North County Farm Road, Wheaton, Illinois 60187, and all other documents referred to or mentioned in the contract documents, specifications and attached exhibits, including Addenda No. #1, #2, and _____ issued thereto.

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

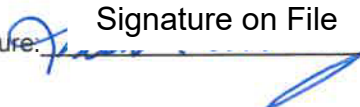
If a Corporation, the undersigned, further certifies that the recitals and resolutions attached hereto and made a part hereof were properly adopted by the Board of Directors of the Corporation at a meeting of said Board of Directors duly called and held and have not been repealed nor modified, and that 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: Kevin P. Connelly

Signature:  Signature on File

Title: President

Date: 4/23/25



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

LIMITATIONS ON THE AUTHORITY OF THE COUNTY OF DUPAGE TO CONTRACT

Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	25-057-FM
COMPANY NAME:	William T. Connelly, Inc. dba Connelly Electric Co.
CONTACT PERSON:	Dan Divane
CONTACT EMAIL:	dan.divane@connelyelectric.com

Section II: Limitations

The County of DuPage ("County") is a non-home rule unit of local government under the Constitution and laws of the State of Illinois. Pursuant to Section 7 of Article VII of the Illinois Constitution of 1970, counties and municipalities which are not home rule units have only the powers granted to them by law and the powers set forth in the state constitution. Accordingly, and unlike Cook County and many of Illinois's larger municipalities, every action DuPage County takes must be tied to a specific constitutional or statutory grant of authority or be necessarily inferred from that specifically granted authority. Any action the County takes in excess of that authority is *ultra vires* and void *ab initio* as a matter of law.

During the course of the procurement process, vendors frequently provide standard form contracts or propose exceptions that contain terms which, though commercially reasonable in a particular industry, are outside of the County's authority to agree to. The most common areas of conflict involve proposed provisions that require the County to provide a vendor with an indemnity, exclude the state's attorney's participation in the selection and control of outside counsel, or provide for more aggressive payment and interest terms than are permitted by law.

Indemnification

DuPage County has no authority to provide an indemnity to a vendor. As noted above, the County has only those powers conferred by the Illinois Constitution or state law or which can be necessarily inferred from those powers. While state law does require the County to indemnify its officers and employees and authorizes it to indemnify a limited number of other governmental entities, the legislature has not authorized counties to indemnify private vendors. Moreover, the Illinois Constitution requires that all expenditures of public funds be for public purposes. In an indemnity agreement, the indemnifying party agrees to be liable for the costs associated with the defense of the other party. If the indemnified party is not a public entity, then an indemnification agreement would impermissibly require an expenditure of public funds the benefit of that private party and not for the public. Finally, an indemnity contract is an extension of the public credit and an agreement to undertake a liability. Such an extension of credit requires an appropriation for that purpose sufficient to cover the obligation at the time of contract formation.

Choice of Counsel, Waiver of Defenses

Under Illinois law, the state's attorney shall "defend all actions and proceedings brought against his county." Historical and judicial precedents along with various opinions of Illinois's attorneys general, interpret this language to mean that **the state's attorney is the exclusive legal representative of his county**. The state's attorney will generally appoint any attorney recommended to him by an indemnifying party or its insurance carrier who meets his approval as a "special" assistant state's attorney for the purposes of the litigation. While the state's attorney must retain the right to approve outside counsel and control the litigation, he will not interfere unreasonably with the indemnifying party's attorney selection or legal strategy (or those of its insurance carrier). The County has no authority to retain or permit counsel to represent its interests nor can it contract away the duties of the state's attorney. For this reason, the County also cannot contractually waive any defenses, privileges or immunities which may be available to it in litigation.

Payment Terms

The provisions of the Local Government Prompt Payment Act, 50 ILCS 505/1 et. seq. apply to all purchases made by DuPage County. The Act provides that the County must approve or disapprove of an invoice for goods or services within 30 days of the presentation of the invoice or delivery of the goods or services – whichever is later. The County then has 30 days after approval to pay any portion of the invoice which it has not disapproved. Interest, when permitted under the Act, accrues on a monthly basis at 1%. While the County may not offer payment or interest terms which are more generous to the vendor than authorized by the Act, the parties may agree to provide an incentive for more rapid payments.

Section III: Acceptance

The above list is not exhaustive, but it does address the most common areas of concern during the contract negotiation phase. **Accordingly, all prospective offerors are on notice that the County is without the authority to accept nor will it respond to any exceptions which purport to impose a duty on the County to indemnify a vendor, abridge the duties of the state's attorney, waive any legal privilege, defense, or immunity available to it, or obligate it to payment and interest terms other than as permitted by the Local Government Prompt Payment Act. Further all prospective offerors are on notice that any such provision in any standard form contract is unenforceable and void as a matter of law whether or not approved by the County.**

Please acknowledge your Acceptance of the Limitations on the Authority of the County of DuPage to Contract as stated above. Your signature below shall establish your consent to a contract subject to such limitation on the County's authority to contract. This page must also be incorporated as an exhibit to any contract the County will be asked to sign.

Receipt of the above ACCEPTANCE is hereby acknowledged by:

Printed Name: Kevin P. Connelly

Signature

Signature on File

Title: President

Date: 4/23/25



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:	25-057-FM
COMPANY NAME:	William T. Connelly, Inc. dba Connelly Electric Co.
CONTACT PERSON:	Dan Divane
CONTACT EMAIL:	dan.divane@connelyelectric.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				

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:

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

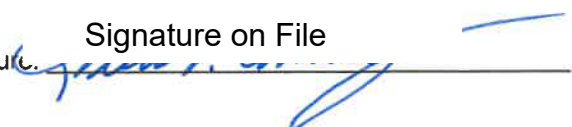
The full text of the County's Procurement Ordinance is available at:

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

Section IV: Certification

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

Printed Name: Kevin P. Connelly

Signature on File


Title: President

Date: 4/23/25



Public Works Requisition \$30,000 and Over

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

File #: PW-P-0012-25

Agenda Date: 5/6/2025

Agenda #: 10.B.

AWARDING RESOLUTION ISSUED TO
DXP ENTERPRISES, INC. DBA DRYDON EQUIPMENT INC
FOR TWO 6" ALL WEATHER COMBINATION PRESSURE RELIEF VALVES AND ONE 6" SAFETY
SELECTOR VALVE
FOR PUBLIC WORKS
(CONTRACT TOTAL AMOUNT \$43,265)

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 DXP Enterprises, Inc. dba Drydon Equipment Inc, for two 6" all weather combination pressure relief valves and one 6" safety selector valve, for the period of May 13, 2025 through November 30, 2025, for Public Works.

NOW, THEREFORE BE IT RESOLVED, that said contract is for two 6" all weather combination pressure relief valves and one 6" safety selector valve, for the period of May 13, 2025 through November 30, 2025, for Public Works, be, and it is hereby approved for issuance of a contract by the Procurement Division to DXP Enterprises, Inc. dba Drydon Equipment Inc, 2445 Westfield Drive #100, Elgin Illinois 60124, for a contract total amount not to exceed \$43,265, per lowest responsible bid #25-056-PW.

Enacted and approved this 13th day of May, 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#: 25-1170	RFP, BID, QUOTE OR RENEWAL #: 25-056-PW	INITIAL TERM WITH RENEWALS: OTHER	INITIAL TERM TOTAL COST: \$43,265.00
COMMITTEE: PUBLIC WORKS	TARGET COMMITTEE DATE: 05/06/2025	PROMPT FOR RENEWAL:	CONTRACT TOTAL COST WITH ALL RENEWALS: \$43,265.00
	CURRENT TERM TOTAL COST: \$43,265.00	MAX LENGTH WITH ALL RENEWALS: ONE YEAR	CURRENT TERM PERIOD: INITIAL TERM
Vendor Information		Department Information	
VENDOR: DXP Enterprises, Inc. dba Drydon Equipment Inc	VENDOR #:	DEPT: Public Works	DEPT CONTACT NAME: Sean Reese
VENDOR CONTACT: George Argiris	VENDOR CONTACT PHONE: 630-814-9150	DEPT CONTACT PHONE #: 630-985-7400	DEPT CONTACT EMAIL: sean.reese@dupagecounty.gov
VENDOR CONTACT EMAIL: gargiris@drydon.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 DXP Enterprises, Inc. dba Drydon Equipment Inc , for two 6" all weather combination pressure relief valves and one 6" safety selector valve, for Public Works, for the period of May, 13, 2025 to November 30, 2025, for a total contract amount not to exceed \$43,265, per lowest responsible bid #25-056-PW.			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished Two all weather combination pressure relief valves and one safety selector valve is required to be replaced. The current valves are beyond their useful life and the valves are critical to the safe operation of the acid phase digester.			

SECTION 2: DECISION MEMO REQUIREMENTS

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

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

SECTION 3: DECISION MEMO

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

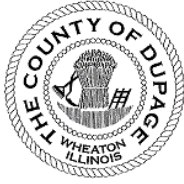
SECTION 4: SOLE SOURCE MEMO/JUSTIFICATION	
JUSTIFICATION Select an item from the following dropdown menu to justify why this is a sole source procurement.	
NECESSITY AND UNIQUE FEATURES	Describe the product or services that are not available from other vendors. Explain necessary and unique features or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

SECTION 5: Purchase Requisition Information			
<i>Send Purchase Order To:</i>		<i>Send Invoices To:</i>	
Vendor: DXP Enterprises, Inc. dba Drydon Equipment Inc	Vendor#:	Dept: Public Works	Division: Public Works
Attn: George Argiris	Email: gargiris@drydon.com	Attn: Magda Leonida-Padilla	Email: PWaccountspayable@dupagecount y.gov
Address: 2445 Westfield Drive, Unit 100	City: Elgin	Address: 7900 S. Rt 53	City: Woodridge
State: IL	Zip: 60124	State: IL	Zip: 60517
Phone: 630-814-9150	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:
<i>Shipping</i>		<i>Contract Dates</i>	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): May 13, 2025	Contract End Date (PO25): Nov 30, 2025
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	2	EA		6" all weather combo valves	FY25	2000	2555	54010		8,340.00	16,680.00
2	1	EA		6" Safety Selector Valve	FY25	2000	2555	54010		19,145.00	19,145.00
3	2	EA		Jacket for 6" combo valve	FY25	2000	2555	54010		2,440.00	4,880.00
4	1	EA		Jacket for 6" SSV	FY25	2000	2555	54010		2,560.00	2,560.00
FY is required, assure the correct FY is selected.										Requisition Total	\$ 43,265.00

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
GAS VALVE REPLACEMENTS 25-056-PW
BID TABULATION**

✓

				Drydon Equipment a DXP Company	
NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE
1	6" all-weather combination pressure relief vacuum valves with flame arrestor	EA	2	\$ 8,340.00	\$ 16,680.00
2	6" SSV – Safety Selector Valve (SSV)	EA	1	\$ 19,145.00	\$ 19,145.00
3	Jacket for 6" all-weather combination pressure relief vacuum valves with flame arrestor	EA	2	\$ 2,440.00	\$ 4,880.00
4	Jacket for 6" SSV – Safety Selector Valve (SSV)	EA	1	\$ 2,560.00	\$ 2,560.00
GRAND TOTAL					\$ 43,265.00

NOTES

1. GPE Controls LLC, and L&J Technologies Company dba Shand & Jurs has been deemed non responsive for not providing required documentation.

Bid Opening 4/22/2025 @ 2:30 PM	HK, BR, SR
Invitations Sent	72
Total Vendors Requesting Documents	2
Total Bid Responses	2



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:	25-056-PW
COMPANY NAME:	DRYDON EQUIPMENT INC - DXR ENTERPRISES INC.
MAIN ADDRESS:	2445 WESTFIELD DRIVE SUITE 100
CITY, STATE, ZIP CODE:	ELGIN IL 60124-7840
TELEPHONE NO.:	630 814 9150
BID CONTACT PERSON:	GRACE N. ARKINIS
CONTACT EMAIL:	GARKINIS@DRYDON.COM

Section II: Contract Administration Information

Complete the contract administration information below.

CORRESPONDENCE TO CONTRACTOR:		REMIT TO CONTRACTOR:	
NAME:	DRYDON EQUIPMENT	NAME:	
CONTACT:	G. ARKINIS	CONTACT:	
ADDRESS:	2445 WESTFIELD DR #100	ADDRESS:	SAME
CITY, ST., ZIP:	ELGIN IL 60124	CITY, ST., ZIP:	
PHONE NO.:	630 814 9150	PHONE NO.:	
EMAIL:	GARKINIS@DRYDON.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:

[Redacted Signature]

(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, _____, 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: George N. Aramis

Signature: [Redacted Signature]

Title: Partner

Date: 4/21/21



5301 Hollister St, Houston, TX 77040

WATER DIVISION SUBSIDIARIES

Carter & VerPlanck, a DXP Company
Drydon Equipment, a DXP Company
Florida Valve & Equipment, a DXP Company
Premier Water, a DXP Company
Sullivan Environmental Technologies, a DXP Company

DXP Enterprises, Inc.
5301 Hollister St
Houston, TX 77040
Phone 713.996.4700
Fax 713.996.4701
www.dxpe.com



ADDITIONAL REMARKS SCHEDULE

Page 1 of 2

AGENCY Marsh & McLennan Agency LLC		NAMED INSURED DXP Enterprises, Inc. (see attached named insured list) 5301 Hollister St Houston TX 77040
POLICY NUMBER		
CARRIER	NAIC CODE	EFFECTIVE DATE:

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: 25 **FORM TITLE:** CERTIFICATE OF LIABILITY INSURANCE

contract that requires such status. General Liability Per Project Aggregate Limit (Other Than Products - Completed Operations) applies where required by written contract. General Liability Per Location Aggregate Limit (Other Than Products - Completed Operations) applies where required by written contract.

Named Insured to read:

Alliance Pump & Mechanical Service, Inc.
 APO Pumps & Compressors LLC
 B27 Engineered Pumps & Systems
 B27 Resources, Inc.
 Bayou Pumps, Inc.
 Bert Gurney and Associates, a DXP Company
 Best Equipment Service & Sales Company, LLC dba Best Pump Works
 Carter & Verplanck Inc.
 Cisco Air Systems, Inc.
 Cisco Air Systems, Inc. dba Optimum Air Compressor Solutions
 Compressed Air Energy Solutions
 Corporate Equipment Company, LLC
 Cortech Engineering LLC dba Cortech Service & Pump Repairs
 CRS Technologies, Inc.
 Drydon Equipment Inc.
 DXP Enterprises, Inc.
 DXP Enterprises, Inc. dba Alaska Pump & Supply, Inc.
 DXP Enterprises, Inc. dba Aledco, Inc.
 DXP Enterprises, Inc. dba Application Specialties, Inc.
 DXP Enterprises, Inc. dba Burlingame Engineers
 DXP Enterprises, Inc. dba C.W.Rod Tool Company, Inc.
 DXP Enterprises, Inc. dba Cortech Engineering LLC
 DXP Enterprises, Inc. dba D&F Distributors
 DXP Enterprises, Inc. dba Delta Process Equipment
 DXP Enterprises, Inc. dba Falcon Pump & Supply
 DXP Enterprises, Inc. dba Florida Valve & Equipment, a DXP Company
 DXP Enterprises, Inc. dba Gulf Coast Torch & Regulator, Inc.
 DXP Enterprises, Inc. dba HSE Integrated Inc.
 DXP Enterprises, Inc. dba Indian Fire and Safety, Inc.
 DXP Enterprises, Inc. dba Jerzy Industries
 DXP Enterprises, Inc. dba Jerzy Supply
 DXP Enterprises, Inc. dba Kenneth Crosby, LLC
 DXP Enterprises, Inc. dba Machine Tech Services
 DXP Enterprises, Inc. dba Machine Tooling & Supply
 DXP Enterprises, Inc. dba MaxVac
 DXP Enterprises, Inc. dba Mid-Continent Safety
 DXP Enterprises, Inc. dba M.W. Smith Equipment
 DXP Enterprises, Inc. dba Northshore Pump & Equipment
 DXP Enterprises, Inc. dba PMI Operating
 DXP Enterprises, Inc. dba Precision Industries, Inc.
 DXP Enterprises, Inc. dba Production Pump Systems
 DXP Enterprises, Inc. dba Pump & Power Equipment
 DXP Enterprises Inc. dba Pumping Solutions
 DXP Enterprises Inc. dba Pumping Systems, Inc.
 DXP Enterprises, Inc. dba Quadna
 DXP Enterprises, Inc. dba RA Mueller, Inc.
 DXP Enterprises, Inc. dba Rocky Mountain Supply
 DXP Enterprises, Inc. dba Safety Alliance
 DXP Enterprises, Inc. dba Safety International
 DXP Enterprises, Inc. dba Sepco
 DXP Enterprises, Inc. dba Strategic Supply
 DXP Enterprises, Inc. dba Tool Supply
 DXP Enterprises, Inc. dba Tool Tech Industrial Machinery and Supply
 DXP Enterprises, Inc. dba Tucker Tool Company
 DXP Enterprises, Inc. dba Turbo Machinery Repair
 DXP Enterprises, Inc. dba York Pump & Equipment
 DXP Investments, LLC
 DXP Services, LLC
 Environmental MD, Inc.
 Florida Valve & Equipment LLC
 Hartwell Environmental Corporation
 Hennesy Mechanical Sales LLC
 Integrated Flow Solutions, LLC



ADDITIONAL REMARKS SCHEDULE

Page 2 of 2

AGENCY Marsh & McLennan Agency LLC		NAMED INSURED DXP Enterprises, Inc. (see attached named insured list) 5301 Hollister St Houston TX 77040
POLICY NUMBER		
CARRIER	NAIC CODE	EFFECTIVE DATE:

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: 25 **FORM TITLE:** CERTIFICATE OF LIABILITY INSURANCE

Kappe Associates, Inc.
 Machinery Tooling and Supply, LLC
 MB Equipment Inc. dba JL Wingert Co
 Northstar Metalcraft LLC
 Optimum Air Compressor Solutions
 Pelican State Supply Company, Inc.
 PMI Investments, LLC
 PMI Operating Co, LTD, dba Machine Tech Services
 PMI Operating Co, LTD, dba Power Machinery
 PMI Operating Co, LTD, dba Production Pump
 Precision Industries, Inc.
 Premier Water LLC
 Process Machinery Inc.
 Pro-Seal, Inc. dba Pro-Seal Service Group, Inc.
 Pump-PMI, LLC
 Pumpworks 610, LLC dba Best Pump Works
 Riordan Materials Corporation
 Sport RE, LLC
 Sullivan Environmental Technologies, Inc.
 Total Equipment Company



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

LIMITATIONS ON THE AUTHORITY OF THE COUNTY OF DUPAGE TO CONTRACT

Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	25-056-PW
COMPANY NAME:	DRYDEN EQUIPMENT INC - DXP ENTERPRISES INC
CONTACT PERSON:	George N. Archini
CONTACT EMAIL:	GARCHINI@DRYDEN.COM

Section II: Limitations

The County of DuPage ("County") is a non-home rule unit of local government under the Constitution and laws of the State of Illinois. Pursuant to Section 7 of Article VII of the Illinois Constitution of 1970, counties and municipalities which are not home rule units have only the powers granted to them by law and the powers set forth in the state constitution. Accordingly, and unlike Cook County and many of Illinois's larger municipalities, every action DuPage County takes must be tied to a specific constitutional or statutory grant of authority or be necessarily inferred from that specifically granted authority. Any action the County takes in excess of that authority is *ultra vires* and void *ab initio* as a matter of law.

During the course of the procurement process, vendors frequently provide standard form contracts or propose exceptions that contain terms which, though commercially reasonable in a particular industry, are outside of the County's authority to agree to. The most common areas of conflict involve proposed provisions that require the County to provide a vendor with an indemnity, exclude the state's attorney's participation in the selection and control of outside counsel, or provide for more aggressive payment and interest terms than are permitted by law.

Indemnification

DuPage County has no authority to provide an indemnity to a vendor. As noted above, the County has only those powers conferred by the Illinois Constitution or state law or which can be necessarily inferred from those powers. While state law does require the County to indemnify its officers and employees and authorizes it to indemnify a limited number of other governmental entities, the legislature has not authorized counties to indemnify private vendors. Moreover, the Illinois Constitution requires that all expenditures of public funds be for public purposes. In an indemnity agreement, the indemnifying party agrees to be liable for the costs associated with the defense of the other party. If the indemnified party is not a public entity, then an indemnification agreement would impermissibly require an expenditure of public funds the benefit of that private party and not for the public. Finally, an indemnity contract is an extension of the public credit and an agreement to undertake a liability. Such an extension of credit requires an appropriation for that purpose sufficient to cover the obligation at the time of contract formation.

Choice of Counsel, Waiver of Defenses

Under Illinois law, the state's attorney shall "defend all actions and proceedings brought against his county." Historical and judicial precedents along with various opinions of Illinois's attorneys general, interpret this language to mean that **the state's attorney is the exclusive legal representative of his county**. The state's attorney will generally appoint any attorney recommended to him by an indemnifying party or its insurance carrier who meets his approval as a "special" assistant state's attorney for the purposes of the litigation. While the state's attorney must retain the right to approve outside counsel and control the litigation, he will not interfere unreasonably with the indemnifying party's attorney selection or legal strategy (or those of its insurance carrier). The County has no authority to retain or permit counsel to represent its interests nor can it contract away the duties of the state's attorney. For this reason, the County also cannot contractually waive any defenses, privileges or immunities which may be available to it in litigation.

Payment Terms

The provisions of the Local Government Prompt Payment Act, 50 ILCS 505/1 et. seq. apply to all purchases made by DuPage County. The Act provides that the County must approve or disapprove of an invoice for goods or services within 30 days of the presentation of the invoice or delivery of the goods or services – whichever is later. The County then has 30 days after approval to pay any portion of the invoice which it has not disapproved. Interest, when permitted under the Act, accrues on a monthly basis at 1%. While the County may not offer payment or interest terms which are more generous to the vendor than authorized by the Act, the parties may agree to provide an incentive for more rapid payments.

Section III: Acceptance

The above list is not exhaustive, but it does address the most common areas of concern during the contract negotiation phase. **Accordingly, all prospective offerors are on notice that the County is without the authority to accept nor will it respond to any exceptions which purport to impose a duty on the County to indemnify a vendor, abridge the duties of the state's attorney, waive any legal privilege, defense, or immunity available to it, or obligate it to payment and interest terms other than as permitted by the Local Government Prompt Payment Act. Further all prospective offerors are on notice that any such provision in any standard form contract is unenforceable and void as a matter of law whether or not approved by the County.**

Please acknowledge your Acceptance of the Limitations on the Authority of the County of DuPage to Contract as stated above. Your signature below shall establish your consent to a contract subject to such limitation on the County's authority to contract. This page must also be incorporated as an exhibit to any contract the County will be asked to sign.

Receipt of the above ACCEPTANCE is hereby acknowledged by:

Printed Name: G. Archinis

Signature: 

Title: Partner

Date: 4/21/25



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

AWARDED CONTRACTOR DISCLOSURE

Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	25-056-PW
COMPANY NAME:	Dryden Equipment A DXP Company
CONTACT PERSON:	George N. Argini
CONTACT EMAIL:	GEORGE GARGIRIS@DRYDEN.COM

Section II: Contractor Reporting

In accordance with 35 ILCS 200/18-50.2, the County requires the Awarded Contractor to provide (i) whether it is a minority-owned, women-owned or veteran-owned business as defined by the Business Enterprise for Minorities, Women and Persons with Disabilities Act (30 ILCS 575/01 *et seq.*) and (ii) whether the it or any of its subcontractors hold any certifications for those categories or if it or any of its subcontractors are self-certifying.

If self-certifying, the Awarded Contractor and its subcontractors shall disclose if it qualifies as a small business under federal Small Business Administration standards. Following award of a contract by the County, the Contractor shall complete the requested information for itself, and for each subcontractor within 60 calendar days of the date of award. If awarded, Contractor will enter information in the following website: <https://mww.dupageco.org/> or under the Procurement Division website under "Vendor Questionnaire" at <https://www.dupagecounty.gov/purchasing/>.

Section III: 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: G. Argini

Signature: 

Title: Partner

Date: 4/21/25

BID PRICING FORM

Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	25-056-PW
COMPANY NAME:	DRYDON EQUIPMENT INC. - DXP Corporation
CONTACT PERSON:	George N. ARGIERIS
CONTACT EMAIL:	GARGIERIS@DRYDON.COM

Section II: Pricing

All goods shall be shipped F.O.B. Destination, 7900 S. Route 53, Woodridge, IL 60517.

NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE
1	6" all-weather combination pressure relief vacuum valves with flame arrestor	EA	2	\$ 8,340	\$ 16,680
2	6" SSV – Safety Selector Valve (SSV)	EA	1	\$ 19,145	\$ 19,145
3	Jacket for 6" all-weather combination pressure relief vacuum valves with flame arrestor	EA	2	\$ 2,440	\$ 4,880
4	Jacket for 6" SSV – Safety Selector Valve (SSV)	EA	1	\$ 2,560	\$ 2,560
GRAND TOTAL					\$ 43,265
GRAND TOTAL (In words)		Forty-Three Thousand Two Hundred Sixty Five And			

Zero
Dollars

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: G. Argieris

Signature: 

Title: Sales Person

Date: 4/21/25



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:	25-056-PW
COMPANY NAME:	DRYDEN Equipment Inc - DXP Enterprises Inc
CONTACT PERSON:	George N Archiris
CONTACT EMAIL:	GARCHIRIS@DRYDEN.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/

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

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

Section IV: Certification

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

Printed Name: H. Arvinis

Signature: 

Title: Partner

Date: 4/21/21



Facilities Management Requisition Over \$30K

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

File #: FM-P-0023-25

Agenda Date: 5/6/2025

Agenda #: 10.C.

AWARDING RESOLUTION
ISSUED TO IRIS GROUP HOLDINGS LLC D/B/A EVERON LLC
FOR PREVENTIVE MAINTENANCE, TESTING AND REPAIR
OF THE EDWARDS SYSTEMS TECHNOLOGY FIRE PANELS
FOR FACILITIES MANAGEMENT
(CONTRACT TOTAL NOT TO EXCEED \$117,020.00)

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 Iris Group Holdings LLC d/b/a Everon LLC, for preventive maintenance, testing and repair of the Edwards Systems Technology Fire Panels for the County campus, for the two year period May 14, 2025 through May 13, 2027, for Facilities Management.

NOW, THEREFORE BE IT RESOLVED, that County Contract, covering said, for preventive maintenance, testing and repair of the Edwards Systems Technology Fire Panels for the County campus, for the two year period May 14, 2025 through May 13, 2027, for Facilities Management, be, and it is hereby approved for issuance of a contract by the Procurement Division to, Iris Group Holdings LLC d/b/a Everon LLC, P.O. Box 872987, Kansas City, MO 64187-2987, for a contract total amount not to exceed \$117,020.00, per lowest responsible bid #25-044-FM.

Enacted and approved this 13th day of May, 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#: 25-1082	RFP, BID, QUOTE OR RENEWAL #: 25-044-FM	INITIAL TERM WITH RENEWALS: 2 YRS + 1 X 2 YR TERM PERIOD	INITIAL TERM TOTAL COST: \$117,020.00
COMMITTEE: PUBLIC WORKS	TARGET COMMITTEE DATE: 05/06/2025	PROMPT FOR RENEWAL: 3 MONTHS	CONTRACT TOTAL COST WITH ALL RENEWALS: \$234,040.00
	CURRENT TERM TOTAL COST: \$117,020.00	MAX LENGTH WITH ALL RENEWALS: FOUR YEARS	CURRENT TERM PERIOD: INITIAL TERM
Vendor Information		Department Information	
VENDOR: Iris Group Holdings LLC d/b/a Everon LLC	VENDOR #:	DEPT: Facilities Management	DEPT CONTACT NAME: Mary Ventrella
VENDOR CONTACT: James Ulczak	VENDOR CONTACT PHONE: 773-715-3932	DEPT CONTACT PHONE #: 630-407-5705	DEPT CONTACT EMAIL: mary.ventrella@dupagecounty.gov
VENDOR CONTACT EMAIL: jamesulczak@everonsolutions.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 Iris Group Holdings LLC d/b/a Everon LLC, for preventive maintenance, testing, and repair of the Edwards Systems Technology Fire Panels for the County campus, for Facilities Management, for the two-year period May 14, 2025 through May 13, 2027, for a total contract amount not to exceed \$117,020.00, per lowest responsible bid #25-044-FM.			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished The City of Wheaton Ordinance fire prevention code and BOCA 1990 NFPA requires quarterly and semi-annual life safety testing and inspection of the County facilities' fire alarm systems.			

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

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

SECTION 5: Purchase Requisition Information

<i>Send Purchase Order To:</i>		<i>Send Invoices To:</i>	
Vendor: Iris Group Holdings LLC d/b/a Everon LLC	Vendor#:	Dept: Facilities Management	Division:
Attn: James Ulczak	Email: jamesulczak@everonsolutions.com	Attn:	Email: FMAccountsPayable @dupagecounty.gov
Address: 2100 Corporate Drive	City: Addison	Address: 421 N. County Farm Road	City: Wheaton
State: IL	Zip: 60101	State: IL	Zip: 60187
Phone: 773-715-3932	Fax:	Phone: 630-407-5700	Fax: 630-407-5701
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Iris Group Holdings LLC d/b/a Everon LLC	Vendor#:	Dept: Facilities Management	Division:
Attn:	Email:	Attn:	Email:
Address: PO Box 872987	City: Kansas City	Address: various locations	City: Wheaton
State: MO	Zip: 64187-2987	State: IL	Zip: 60187
Phone:	Fax:	Phone:	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): May 14, 2025	Contract End Date (PO25): May 13, 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 - PM & Repairs	FY25	1000	1100	53300		25,600.00	25,600.00
2	1	LO		DOT - PM & Repairs	FY25	1500	3520	53300		1,760.00	1,760.00
3	1	LO		FM - PM & Repairs	FY26	1000	1100	53300		60,940.00	60,940.00
4	1	LO		DOT - PM & Repairs	FY26	1500	3520	53300		2,040.00	2,040.00
5	1	LO		FM - PM & Repairs	FY27	1000	1100	53300		25,600.00	25,600.00
6	1	LO		DOT - PM & Repairs	FY27	1500	3520	53300		1,080.00	1,080.00
<i>FY is required, ensure the correct FY is selected.</i>										Requisition Total	\$ 117,020.00

Comments	
HEADER COMMENTS	Provide comments for P020 and P025. Provide preventive maintenance, testing, and repair of the Edwards Systems Technology Fire Panels for the County campus, for Facilities Management.
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, and Kathy (Black) Curcio.
INTERNAL NOTES	Provide comments for department internal use (not for P020 and P025). Comments will not appear on PO. Public Works committee: 05/06/25 County Board: 05/13/25
APPROVALS	Department Head signature approval for procurements under \$15,000. Procurement Officer Approval for ETSB.



THE COUNTY OF DUPAGE
FINANCE - PROCUREMENT
PM, TESTING & REPAIR OF EDWARDS
SYSTEMS TECHNOLOGY FIRE PANELS
25-044-FM
BID TABULATION

✓

				Iris Group Holdings LLC dba Everon LLC	
NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE
SECTION 1: PREVENTATIVE MAINTENANCE, TESTING & INSPECTION					
County Jail "B" Building					
1	Quarter 1 – June/July/August Fire Alarm	YR	2	\$ 3,360.00	\$ 6,720.00
2	Quarter 2 – September/October/November Fire Alarm	YR	2	\$ 420.00	\$ 840.00
3	Quarter 3 – December/January/February Fire Alarm	YR	2	\$ 140.00	\$ 280.00
4	Quarter 4 – March/April/May Fire Alarm	YR	2	\$ 140.00	\$ 280.00
Sheriff's Addition					
5	Quarter 1 – June/July/August Fire Alarm	YR	2	\$ 1,140.00	\$ 2,280.00
6	Quarter 2 – September/October/November Fire Alarm	YR	2	\$ 140.00	\$ 280.00
7	Quarter 3 – December/January/February Fire Alarm	YR	2	\$ 70.00	\$ 140.00
8	Quarter 4 – March/April/May Fire Alarm	YR	2	\$ 70.00	\$ 140.00
County Administration Building & Annex Tunnel					
9	Quarter 1 – June/July/August Fire Alarm	YR	2	\$ 249.00	\$ 498.00
10	Quarter 2 – September/October/November Fire Alarm	YR	2	\$ 140.00	\$ 280.00
11	Quarter 3 – December/January/February Fire Alarm	YR	2	\$ 140.00	\$ 280.00
12	Quarter 4 – March/April/May Fire Alarm	YR	2	\$ 140.00	\$ 280.00
Judicial Office Facility & Café					
13	Quarter 1 – June/July/August Fire Alarm	YR	2	\$ 4,500.00	\$ 9,000.00
14	Quarter 2 – September/October/November Fire Alarm	YR	2	\$ 560.00	\$ 1,120.00
15	Quarter 3 – December/January/February Fire Alarm	YR	2	\$ 280.00	\$ 560.00

				Iris Group Holdings LLC dba Everon LLC	
NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE
16	Quarter 4 – March/April/May Fire Alarm	YR	2	\$ 280.00	\$ 560.00
Judicial Office Facility Annex					
17	Quarter 1 – June/July/August Fire Alarm	YR	2	\$ 3,360.00	\$ 6,720.00
18	Quarter 2 – September/October/November Fire Alarm	YR	2	\$ 560.00	\$ 1,120.00
19	Quarter 3 – December/January/February Fire Alarm	YR	2	\$ 280.00	\$ 560.00
20	Quarter 4 – March/April/May Fire Alarm	YR	2	\$ 280.00	\$ 560.00
DuPage Care Center					
21	Quarter 1 – January Fire Alarm	YR	2	\$ 13,902.00	\$ 27,804.00
22	Quarter 2 – April Fire Alarm	YR	2	\$ 1,120.00	\$ 2,240.00
23	Quarter 3 – July Fire Alarm	YR	2	\$ 1,120.00	\$ 2,240.00
24	Quarter 4 – October Fire Alarm	YR	2	\$ 1,120.00	\$ 2,240.00
25	Test Sixty-Six (66) Electric Smoke Dampers	YR	2	\$ 3,360.00	\$ 6,720.00
Division of Transportation Garage, Building #28					
26	Quarter 1 – June/July/August Fire Alarm	YR	2	\$ 540.00	\$ 1,080.00
27	Quarter 2 – September/October/November Fire Alarm	YR	2	\$ 140.00	\$ 280.00
28	Quarter 3 – December/January/February Fire Alarm	YR	2	\$ 140.00	\$ 280.00
29	Quarter 4 – March/April/May Fire Alarm	YR	2	\$ 140.00	\$ 280.00
County Power Plant, Building #3					
30	Quarter 1 – June/July/August Fire Alarm	YR	2	\$ 249.00	\$ 498.00
31	Quarter 2 – September/October/November Fire Alarm	YR	2	\$ 140.00	\$ 280.00
32	Quarter 3 – December/January/February Fire Alarm	YR	2	\$ 140.00	\$ 280.00
33	Quarter 4 – March/April/May Fire Alarm	YR	2	\$ 140.00	\$ 280.00
SECTION 2: HOURLY RATE FOR ADDITIONAL SERVICES					
34	Normal Hours Monday – Friday, 6:00 a.m. – 3:30 p.m.	HR	75	\$ 140.00	\$ 10,500.00

				Iris Group Holdings LLC dba Everon LLC	
NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE
35	After Normal Hours Monday – Friday, after 3:30 p.m.	HR	40	\$ 210.00	\$ 8,400.00
36	Saturday, Sunday & Holidays	HR	20	\$ 280.00	\$ 5,600.00
37	Normal Hours (VESDA ONLY) Monday – Friday, 6:00 a.m. – 3:30 p.m.	HR	8	\$ 140.00	\$ 1,120.00
SECTION 3: REPLACEMENT PARTS					
NO.	ITEM	EST. VALUE		MARK-UP or DISCOUNT	EXTENDED PRICE
38	Replacement Parts	\$12,000		20%	\$ 14,400.00
GRAND TOTAL					\$ 117,020.00

NOTES

1. Convergent Technologies, LLC has been deemed non-responsive for not providing price as requested.
2. LeMarCo Systems, Inc. has been deemed non-responsive for not providing price as requested.
3. Thompson Electronics Company has been deemed non-responsive for not providing required documents.

Bid Opening 4/4/2025 @ 11:00 AM	DW, VC
Invitations Sent	94
Total Vendors Requesting Documents	2
Total Bid Responses	4

BID PRICING FORM

Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	25-044-FM
COMPANY NAME:	Everon LLC
CONTACT PERSON:	James Ulczak
CONTACT EMAIL:	jamesulczak@gmail.com

Section II: Pricing

All goods are to be shipped F.O.B. Destination, freight prepaid.

NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE
SECTION 1: PREVENTATIVE MAINTENANCE, TESTING & INSPECTION					
Contractor shall provide pricing for comprehensive preventative maintenance, inspections, testing and documentation of all fire alarm and life safety devices.					
County Jail "B" Building					
1	Quarter 1 – June/July/August Fire Alarm	YR	2	\$ 3,360	\$ 6,720
2	Quarter 2 – September/October/November Fire Alarm	YR	2	\$ 420	\$ 840
3	Quarter 3 – December/January/February Fire Alarm	YR	2	\$ 140	\$ 280
4	Quarter 4 – March/April/May Fire Alarm	YR	2	\$ 140	\$ 280
County Sheriff's Addition					
5	Quarter 1 – June/July/August Fire Alarm	YR	2	\$ 1,140	\$ 2,280
6	Quarter 2 – September/October/November Fire Alarm	YR	2	\$ 140	\$ 280
7	Quarter 3 – December/January/February Fire Alarm	YR	2	\$ 70	\$ 140
8	Quarter 4 – March/April/May Fire Alarm	YR	2	\$ 70	\$ 140
County Administration Building & Annex Tunnel					
9	Quarter 1 – June/July/August Fire Alarm	YR	2	\$ 249	\$ 498
10	Quarter 2 – September/October/November Fire Alarm	YR	2	\$ 140	\$ 280
11	Quarter 3 – December/January/February Fire Alarm	YR	2	\$ 140	\$ 280

NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE
12	Quarter 4 – March/April/May Fire Alarm	YR	2	\$ 140	\$ 280
Judicial Office Facility & Café					
13	Quarter 1 – June/July/August Fire Alarm	YR	2	\$ 4,500	\$ 9,000
14	Quarter 2 – September/October/November Fire Alarm	YR	2	\$ 560	\$ 1,120
15	Quarter 3 – December/January/February Fire Alarm	YR	2	\$ 280	\$ 560
16	Quarter 4 – March/April/May Fire Alarm	YR	2	\$ 280	\$ 560
Judicial Office Facility Annex					
17	Quarter 1 – June/July/August Fire Alarm	YR	2	\$ 3,360	\$ 6,720
18	Quarter 2 – September/October/November Fire Alarm	YR	2	\$ 560	\$ 1,120
19	Quarter 3 – December/January/February Fire Alarm	YR	2	\$ 280	\$ 560
20	Quarter 4 – March/April/May Fire Alarm	YR	2	\$ 280	\$ 560
DuPage Care Center					
21	Quarter 1 – January Fire Alarm	YR	2	\$ 13,902	\$ 27,804
22	Quarter 2 – April Fire Alarm	YR	2	\$ 1,120	\$ 2,240
23	Quarter 3 – July Fire Alarm	YR	2	\$ 1,120	\$ 2,240
24	Quarter 4 – October Fire Alarm	YR	2	\$ 1,120	\$ 2,240
25	Test Sixty-Six (66) Electric Smoke Dampers	YR	2	\$ 3,360	\$ 6,720
Division Of Transportation Garage, Building #28					
26	Quarter 1 – June/July/August Fire Alarm	YR	2	\$ 540	\$ 1,080
27	Quarter 2 – September/October/November Fire Alarm	YR	2	\$ 140	\$ 280
28	Quarter 3 – December/January/February Fire Alarm	YR	2	\$ 140	\$ 280
29	Quarter 4 – March/April/May Fire Alarm	YR	2	\$ 140	\$ 280
County Power Plant, Building #3					
30	Quarter 1 – June/July/August Fire Alarm	YR	2	\$ 249	\$ 498
31	Quarter 2 – September/October/November Fire Alarm	YR	2	\$ 140	\$ 280

NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE
32	Quarter 3 – December/January/February Fire Alarm	YR	2	\$ 140	\$ 280
33	Quarter 4 – March/April/May Fire Alarm	YR	2	\$ 140	\$ 280

SECTION 2: HOURLY RATE FOR ADDITIONAL SERVICES

Contractor shall provide labor rates for additional services "as needed" by the County. Rates provided in this section do not apply for work previously specified as "off hours" in this bid.

34	Normal Hours Monday – Friday, 6:00 a.m. – 3:30 p.m.	HR	75	\$ 140	\$ 10,500
35	After Normal Hours Monday – Friday, after 3:30 p.m.	HR	40	\$ 210	\$ 8,400
36	Saturday, Sunday & Holidays	HR	20	\$ 280	\$ 5,600
37	Normal Hours (VESDA ONLY) Monday – Friday, 6:00 a.m. – 3:30 p.m.	HR	8	\$ 140	\$ 1,120

SECTION 3: REPLACEMENT PARTS

Contractor shall provide a firm percent mark-up or discount based on manufacturer list prices for replacement parts. Contractor shall include current price list and percentage mark-up or discount applied at the time of ordering with all invoices. Goods shall be shipped F.O.B Destination, freight prepaid.

NO.	ITEM	EST. VALUE	MARK-UP or DISCOUNT	EXTENDED PRICE
38	Replacement Parts	\$12,000	20 %	\$ 14,400
GRAND TOTAL				\$117,020

GRAND TOTAL

(In words) ONE HUNDRED SEVENTEEN THOUSAND TWENTY DOLLARS

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: Kwame Williams Signature: Signature on File

Title: Sr. VP Date: 4/3/25



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:	25-044-FM
COMPANY NAME:	Everon LLC
MAIN ADDRESS:	2100 Corporate Drive
CITY, STATE, ZIP CODE:	Addison, IL 60101
TELEPHONE NO.:	773-715-3932
BID CONTACT PERSON:	James Ulezak
CONTACT EMAIL:	jamesulezak@everonsolutions.com

Section II: Contract Administration Information

Complete the contract administration information below.

CORRESPONDENCE TO CONTRACTOR:		REMIT TO CONTRACTOR:	
NAME:	Everon LLC	NAME:	Everon LLC
CONTACT:	Kayla Wyatt	CONTACT:	Marilyn Johnson
ADDRESS:	2100 Corporate Drive	ADDRESS:	2100 Corporate Drive
CITY, ST., ZIP:	Addison, IL 60101	CITY, ST., ZIP:	Addison, IL 60101
PHONE NO.:	630-613-7916	PHONE NO.:	224-500-6921
EMAIL:	kaylawyatt@everonsolutions.com	EMAIL:	marilynjohnson@everonsolutions.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. 1, _____, 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.

Signature on File

Printed Name: MARK Foley

Signature _____

Title: CFO

Date: 4/4/25



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:	25-044-FM
COMPANY NAME:	Everon LLC
CONTACT PERSON:	James Ulczak
CONTACT EMAIL:	jamesulczak@everonsolutions.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/

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

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

Section IV: Certification

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

Printed Name: Kwame Williams Signature: Signature on File

Title: Sr VP Date: 4/3/25



Facilities Management Requisition Under \$30K

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

File #: 25-1007

Agenda Date: 5/6/2025

Agenda #: 10.D.



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#: 25-1007	RFP, BID, QUOTE OR RENEWAL #: 3-quotes	INITIAL TERM WITH RENEWALS: OTHER	INITIAL TERM TOTAL COST: \$13,310.00
COMMITTEE: PUBLIC WORKS	TARGET COMMITTEE DATE: 05/06/2025	PROMPT FOR RENEWAL:	CONTRACT TOTAL COST WITH ALL RENEWALS: \$21,760.00
	CURRENT TERM TOTAL COST: \$8,450.00	MAX LENGTH WITH ALL RENEWALS:	CURRENT TERM PERIOD: INITIAL TERM
<i>Vendor Information</i>		<i>Department Information</i>	
VENDOR: Mechanical, Inc. d/b/a Helm Mechanical / Helm Services	VENDOR #: 39151	DEPT: Facilities Management	DEPT CONTACT NAME: Mary Ventrella
VENDOR CONTACT: Kirk Jurinek	VENDOR CONTACT PHONE: 708-989-6017	DEPT CONTACT PHONE #: 630-407-5705	DEPT CONTACT EMAIL: mary.ventrella@dupagecounty.gov
VENDOR CONTACT EMAIL: kjurinek@helogroup.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 Mechanical, Inc. d/b/a Helm Mechanical / Helm Services, to provide labor and material to install four (4) Barco joints in the hot water piping at the DuPage Care Center, for Facilities Management, for the period January 7, 2025 through November 30, 2025, for a contract total amount not to exceed \$8,450.00, per lowest quote. (3-quotes received)

JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished
The heat exchangers in the Care center East mechanical room have experienced stress cracks in welded joints.
Cracked welds on the High Temperature Hot water system pose a significant risk.
Complete failure of a weld joint would be catastrophic, aside from the heating system being out of service it also poses a risk of injury or death.
Installation of Barco joints relieves the stress in the piping system by allowing for expansion and contraction of the pipes.

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

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

SECTION 5: Purchase Requisition Information

<i>Send Purchase Order To:</i>		<i>Send Invoices To:</i>	
Vendor: Mechanical, Inc. d/b/a Helm Mechanical / Helm Services	Vendor#: 39151	Dept: Facilities Management	Division:
Attn: Kirk Jurinek	Email: kjurinek@helmgroupp.com	Attn:	Email: FMAccountsPayable @dupagecounty.gov
Address: 900 Oakmont Lane, Suite 200	City: Westmont	Address: 421 N. County Farm Road	City: Wheaton
State: IL	Zip: 60559	State: IL	Zip: 60187
Phone: 630-891-3400	Fax:	Phone: 630-407-5700	Fax: 630-407-5701
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Mechanical, Inc. d/b/a Helm Mechanical / Helm Services	Vendor#: 39151	Dept: Facilities Management	Division:
Attn:	Email:	Attn: Gavin Carroll	Email: gavin.carroll@dupagecounty.gov
Address: PO Box 690	City: Freeport	Address: 410 N. County Farm Road	City: Wheaton
State: IL	Zip: 60132	State: IL	Zip: 60187
Phone:	Fax:	Phone:	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Jan 7, 2025	Contract End Date (PO25): Nov 30, 2025

Purchase Requisition Line Details											
LN	Qty	UOM	Item Detail (Product #)	Description	FY	Company	AU	Acct Code	Sub-Accts/ Activity Code	Unit Price	Extension
1	1	LO		Labor and Material	FY25	1000	1100	53300		8,450.00	8,450.00
<i>FY is required, ensure the correct FY is selected.</i>										Requisition Total	\$ 8,450.00

Comments	
HEADER COMMENTS	Provide comments for P020 and P025. Provide labor and material to install four (4) Barco joints in the hot water piping at the DuPage Care Center, for Facilities Management
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, and Clara Gomez.
INTERNAL NOTES	Provide comments for department internal use (not for P020 and P025). Comments will not appear on PO. Public Work Committee: 05/06/25
APPROVALS	Department Head signature approval for procurements under \$15,000. Procurement Officer Approval for ETSB.



Helm Mechanical
900 Oakmont Lane, Suite 200
Westmont, IL 60559
630-891-3400
www.helmgroup.com

March 11, 2025

Gavin Carroll
DuPage County
410 N County Farm Rd
Wheaton, IL 60187

Re: Barco Joint Installation

Mr. Carroll,

Per site visit and sketch provided, we propose to furnish the necessary labor, material and supervision to install
(4) Barco Joints for the total sum of \$ 8,450.00.

Clarifications:

- Barco Joints furnished by owner
- Taxes not included
- We include reuse of the 90 elbows
- We include insulation of the new barco joints, piping and valves.
- Drain and filling by others.

Sincerely,

Kirk J Jurinek
Sr. Project Executive
kjurinek@Helmgroupp.com
708-989-6017

CC: File



Mechanical Inc, along with other Helm Group companies, have been rebranded as a single entity. Our services and commitment to our customers remain unchanged.





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

REQUIRED VENDOR ETHICS DISCLOSURE STATEMENT

Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	
COMPANY NAME:	Helm Mechanical
CONTACT PERSON:	Kirk Jurinek
CONTACT EMAIL:	kjurinek@helmgroupp.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/

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

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

Section IV: Certification

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

Printed Name: Dave Schramm

Signature: 

Signature on File

Title: Vice President

Date: 04/03/2025



Facilities Management Requisition Under \$30K

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

File #: 25-1186

Agenda Date: 5/6/2025

Agenda #: 10.E.



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

SECTION 1: DESCRIPTION

General Tracking		Contract Terms	
FILE ID#: 25-1088	RFP, BID, QUOTE OR RENEWAL #: 25-043-FM	INITIAL TERM WITH RENEWALS: 2 YRS + 1 X 2 YR TERM PERIOD	INITIAL TERM TOTAL COST: \$20,840.00
COMMITTEE: PUBLIC WORKS	TARGET COMMITTEE DATE: 05/06/2025	PROMPT FOR RENEWAL: 3 MONTHS	CONTRACT TOTAL COST WITH ALL RENEWALS: \$41,680.00
	CURRENT TERM TOTAL COST: \$20,840.00	MAX LENGTH WITH ALL RENEWALS: FOUR YEARS	CURRENT TERM PERIOD: INITIAL TERM
Vendor Information		Department Information	
VENDOR: Sanders Distributing LLC d/b/a Air Care Services	VENDOR #:	DEPT: Facilities Management	DEPT CONTACT NAME: Mary Ventrella
VENDOR CONTACT: Bruce Snaders	VENDOR CONTACT PHONE: 630-963-2099	DEPT CONTACT PHONE #: 630-407-5705	DEPT CONTACT EMAIL: mary.ventrella@dupagecounty.gov
VENDOR CONTACT EMAIL: bruce@aircareservicesinc.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 Sanders Distributing LLC d/b/a Air Care Services, for semi-annual cleaning of the kitchen ducts, hoods, and fans for the Judicial Office Facility, JTK Administration Building, Jail, and Care Center, for Facilities Management, for the two-year period May 26, 2025 through May 25, 2027, for a total contract amount not to exceed \$20,840.00, per lowest responsible bid #25-043-FM.			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished The semi-annual cleaning of the kitchen ducts, hoods and fans, is required per the National Fire Protection Association, and is necessary to eliminate odors and grease buildup which is a fire hazard.			

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

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

SECTION 5: Purchase Requisition Information

<i>Send Purchase Order To:</i>		<i>Send Invoices To:</i>	
Vendor: Sanders Distributing LLC d/b/a Air Care Services	Vendor#:	Dept: Facilities Management	Division:
Attn:	Email: bruce@aircareservicesinc.com	Attn:	Email: FMAccountsPayable@dupagecounty.gov
Address: 4248 Belle Aire Lane, Suite #2	City: Downers Grove	Address: 421 N. County Farm Road	City: Wheaton
State: IL	Zip: 60515	State: IL	Zip: 60187
Phone: 630-963-2099	Fax:	Phone: 630-407-5700	Fax: 630-407-5701
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Sanders Distributing LLC d/b/a Air Care Services	Vendor#:	Dept: Facilities Management	Division:
Attn:	Email:	Attn:	Email:
Address: 4248 Belle Aire Lane, Suite #2	City: Downers Grove	Address: various locations	City: Wheaton
State: IL	Zip: 60515	State: IL	Zip: 60187
Phone:	Fax:	Phone:	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): May 26, 2025	Contract End Date (PO25): May 25, 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		Semi-Annual Cleaning of Kitchen Ducts, Hoods and Fans	FY25	1000	1100	53810		4,465.00	4,465.00
2	1	LO		Semi-Annual Cleaning of Kitchen Ducts, Hoods and Fans	FY26	1000	1100	53810		8,930.00	8,930.00
3	1	LO		Semi-Annual Cleaning of Kitchen Ducts, Hoods and Fans	FY27	1000	1100	53810		7,445.00	7,445.00
FY is required, ensure the correct FY is selected.										Requisition Total	\$ 20,840.00

Comments	
HEADER COMMENTS	Provide comments for P020 and P025. Provide Semi-Annual cleaning of the kitchen ducts, hoods, and fans for the Judicial Office Facility, JTK Administration Building, Jail, and Care Center.
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, and Clara Gomez.
INTERNAL NOTES	Provide comments for department internal use (not for P020 and P025). Comments will not appear on PO. Public Works Committee: 05/06/25
APPROVALS	Department Head signature approval for procurements under \$15,000. Procurement Officer Approval for ETSB.



**THE COUNTY OF DUPAGE
FINANCE - PROCUREMENT
SEMI-ANNUAL CLEANING OF DUCTS, HOODS AND FANS 25-043-FM
BID TABULATION**



NO.	ITEM	UOM	QTY	Air Care Services		RamPro Facilities Services Corporation		Airways Systems, Inc.	
				PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE
1	Building 501 – Jail	EA	4	\$ 1,050.00	\$ 4,200.00	\$ 1,675.00	\$ 6,700.00	\$ 1,300.00	\$ 5,200.00
2	Building 505 – Judicial Office Facility	EA	4	\$ 1,315.00	\$ 5,260.00	\$ 3,250.00	\$ 13,000.00	\$ 3,250.00	\$ 13,000.00
3	Building 400 – Care Center	EA	4	\$ 1,050.00	\$ 4,200.00	\$ 1,675.00	\$ 6,700.00	\$ 2,600.00	\$ 10,400.00
4	Building 421 – Administration	EA	4	\$ 1,050.00	\$ 4,200.00	\$ 1,500.00	\$ 6,000.00	\$ 1,300.00	\$ 5,200.00
5	Labor as needed Monday – Thursday after 9:00 p.m.	HR	20	\$ 125.00	\$ 2,500.00	\$ 150.00	\$ 3,000.00	\$ 81.25	\$ 1,625.00
6	Baffle Exhaust Filters – Stainless Steel (approx. 19.5" x 19.5" x 2")	EA	20	\$ 18.00	\$ 360.00	\$ 77.00	\$ 1,540.00	\$ 80.00	\$ 1,600.00
7	Baffle Exhaust Filters – Stainless Steel (approx. 12" x 18")	EA	4	\$ 30.00	\$ 120.00	\$ 122.00	\$ 488.00	\$ 125.00	\$ 500.00
GRAND TOTAL				\$ 20,840.00		\$ 37,428.00		\$ 37,525.00	

NOTES

1. Air Care Services has one (1) clarification for line 5, when calculated \$125.00 x 20 = \$2,500.00 resulting in a Grand Total of \$20,840.00.

Bid Opening 4/9/2025 @ 2:30 PM	HK, BR
Invitations Sent	9
Total Vendors Requesting Documents	2
Total Bid Responses	3

BID PRICING FORM

Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	25-043-FM
COMPANY NAME:	Air Care Services
CONTACT PERSON:	Bruce Sanders
CONTACT EMAIL:	Bruce (A) AINCARESERVICESINC.COM

Section II: Pricing

Quantities listed are estimate only and are provided for canvassing purposes. All goods shall be shipped F.O.B. Destination, delivered, and installed.

NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE
SECTION 1 – CLEANING SERVICES					
1	Building 501 – Jail	EA	4	\$ 1050	\$ 4200
2	Building 505 – Judicial Office Facility	EA	4	\$ 1315	\$ 5260
3	Building 400 – Care Center	EA	4	\$ 1050	\$ 4200
4	Building 421 – Administration	EA	4	\$ 1050	\$ 4200
5	Labor as needed Monday – Thursday after 9:00 p.m.	HR	20	\$ 125	\$ —
SECTION 2 – EXHAUST FILTERS REPLACEMENT IF REQUIRED					
6	Baffle Exhaust Filters – Stainless Steel (approx. 19.5" x 19.5" x 2")	EA	20	\$ 18	\$ 360
7	Baffle Exhaust Filters – Stainless Steel (approx. 12" x 18")	EA	4	\$ 30	\$ 120
GRAND TOTAL					\$ 18,340
GRAND TOTAL (In words)		Eighteen Thousand Three Hundred Forty & 00/100			

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: BRUCE SKUDERS

Signature: Signature on File

Title: PRESIDENT

Date: 4/4/25



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:	25-043-FM
COMPANY NAME:	Air Care Services
MAIN ADDRESS:	4248 Belle Aire Lane Suite 2
CITY, STATE, ZIP CODE:	Downers Grove IL 60515
TELEPHONE NO.:	630 963 2099
BID CONTACT PERSON:	Bruce Sanders
CONTACT EMAIL:	Bruce@AIRCARESERVICESINC.COM

Section II: Contract Administration Information

Complete the contract administration information below.

CORRESPONDENCE TO CONTRACTOR:		REMIT TO CONTRACTOR:	
NAME:	Air Care Services	NAME:	Air Care Services
CONTACT:	Bruce Sanders	CONTACT:	Bruce Sanders
ADDRESS:	4248 Belle Aire Lane	ADDRESS:	4248 Belle Aire Lane Suite 2
CITY, ST., ZIP:	Downers Grove IL Suite 2 60515	CITY, ST., ZIP:	Downers Grove IL 60515
PHONE NO.:	630 963 2099	PHONE NO.:	630 963 2099
EMAIL:	Bruce@AIRCARESERVICESINC.COM	EMAIL:	Bruce@AIRCARESERVICESINC.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:

Bruce Sanders

(President or Partner)

Dr. Donald Sanders

(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. 25, 043-PM, 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.

Signature on File

Printed Name: Bruce Sanders

Signature: [Signature]

Title: President

Date: 4/4/25



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:	25-043-FM
COMPANY NAME:	Air Care Services
CONTACT PERSON:	Bruce Sanders
CONTACT EMAIL:	Bruce@AIRCARESERVICESINC.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:

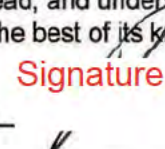
http://www.dupagecounty.gov/government/county_board/ethics_at_the_county/

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

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

Section IV: Certification

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

Printed Name: BRUCE SANDERS Signature:  **Signature on File**

Title: President Date: 4/4/25



Facilities Management Requisition Over \$30K

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

File #: FM-P-0024-25

Agenda Date: 5/6/2025

Agenda #: 11.A.

AWARDING RESOLUTION
ISSUED TO F.E. MORAN INC. MECHANICAL SERVICES
TO PROVIDE A PLANNED SERVICE AGREEMENT
FOR THE SOLIDYNE BUILDING AUTOMATION SYSTEMS
AT THE JUDICIAL OFFICE FACILITY-ANNEX
FOR FACILITIES MANAGEMENT
(CONTRACT TOTAL AMOUNT: \$36,000.00)

WHEREAS, an agreement has been negotiated according to County Board policy; and

WHEREAS, the Public Works Committee recommends County Board approval for the issuance of a contract to F.E. Moran Inc. Mechanical Services, to provide a Solidyne Building Automation Systems planned service agreement at the Judicial Office Facility-Annex, for the period June 1, 2025 through May 31, 2027, for Facilities Management.

NOW, THEREFORE BE IT RESOLVED, that County Contract, covering said, to provide a Solidyne Building Automation Systems planned service agreement for the Judicial Office Facility-Annex, for the period June 1, 2025 through May 31, 2027, for Facilities Management, be, and it is hereby approved for issuance of a contract by the Procurement Division to, F.E. Moran Inc. Mechanical Services, 2283 Carlson Drive, Northbrook, IL 60062, for a total contract amount not to exceed \$36,000.00, per 55 ILCS 5/5-1022 "Competitive Bids" (c) not suitable for competitive bids - Sole Source.

Enacted and approved this 13th day of May, 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#: 25-1081	RFP, BID, QUOTE OR RENEWAL #:	INITIAL TERM WITH RENEWALS: OTHER	INITIAL TERM TOTAL COST: \$36,000.00
COMMITTEE: PUBLIC WORKS	TARGET COMMITTEE DATE: 05/06/2025	PROMPT FOR RENEWAL: 3 MONTHS	CONTRACT TOTAL COST WITH ALL RENEWALS: \$36,000.00
	CURRENT TERM TOTAL COST: \$36,000.00	MAX LENGTH WITH ALL RENEWALS: TWO YEARS	CURRENT TERM PERIOD: INITIAL TERM
Vendor Information		Department Information	
VENDOR: F.E. Moran Inc. Mechanical Services	VENDOR #: 42607	DEPT: Facilities Management	DEPT CONTACT NAME: Mary Ventrella
VENDOR CONTACT: Tom Rogers	VENDOR CONTACT PHONE: 847-291-9104	DEPT CONTACT PHONE #: 630-407-5705	DEPT CONTACT EMAIL: mary.ventrella@dupagecounty.gov
VENDOR CONTACT EMAIL: tom.rogers@femoran.com	VENDOR WEBSITE:	DEPT REQ #:	
Overview			
<p>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 F.E. Moran Inc. Mechanical Services, to provide a Solidyne Building Automation Systems planned service agreement at the Judicial Office Facility-Annex, for Facilities Management, for a two (2) year period, June 1, 2025 through May 31, 2027, for a contract total amount not to exceed \$36,000.00, per 55 ILCS 5/5-1022 (c) not suitable for competitive bids – Sole Source - authorized partner, replacement parts, and full staff of licensed service provider professionals for this area.</p>			
<p>JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished The service agreement with FE Moran for the Solidyne BAS equipment will provide better system reliability and performance. The agreement will provide our in-house technicians with better technical and troubleshooting support. This will also allow us to keep the system up to date and provide the County with priority service in the event of a system outage, that requires a visit from an FE Moran technician.</p>			

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.
SOLE SOURCE PER DUPAGE ORDINANCE, SECTION 2-350 (MUST FILL OUT SECTION 4)	
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. SOLE PROVIDER OF ITEMS THAT ARE COMPATIBLE WITH EXISTING EQUIPMENT, INVENTORY, SYSTEMS, PROGRAMS OR SE
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. FE Moran is the sole Building Automation contractor for the Solidyne Building Automation System. Sole source letter is attached.
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. Contacted Solidyne Corporation and they issued a sole source letter confirming that F.E. Moran is the sole provider for SAM family of Solidyne Building Automations Systems in Illinois.

SECTION 5: Purchase Requisition Information			
<i>Send Purchase Order To:</i>		<i>Send Invoices To:</i>	
Vendor: F.E. Moran Inc. Mechanical Services	Vendor#: 42607	Dept: Facilities Management	Division:
Attn: Tom Rogers	Email: tom.rogers@femoran.com	Attn:	Email: FMAccountsPayable@dupagecounty.gov
Address: 2283 Carlson Drive	City: Northbrook	Address: 421 N. County Farm Road	City: Wheaton
State: IL	Zip: 60062	State: IL	Zip: 60187
Phone: 847-291-9101	Fax: 847-291-9115	Phone: 630-407-5700	Fax: 630-407-5701
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: F.E. Moran Inc. Mechanical Services	Vendor#: 42607	Dept: Facilities Management	Division:
Attn:	Email:	Attn: Gavin Carroll	Email: gavin.carroll@dupagecounty.gov
Address: 2283 Carlson Drive	City: Northbrook	Address: 503 N. County Farm Road	City: Wheaton
State: IL	Zip: 60062	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 1, 2025	Contract End Date (PO25): May 31, 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		Repair & Mtce Facilities	FY25	1000	1100	53300		9,000.00	9,000.00
2	1	LO		Repair & Mtce Facilities	FY26	1000	1100	53300		18,000.00	18,000.00
3	1	LO		Repair & Mtce Facilities	FY27	1000	1100	53300		9,000.00	9,000.00
FY is required, ensure the correct FY is selected.										Requisition Total	\$ 36,000.00

Comments	
HEADER COMMENTS	Provide comments for P020 and P025. Provide a Solidyne Building Automation Systems planned service agreement at the Judicial Office Facility-Annex, for the Facilities Management.
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, and Clara Gomez.
INTERNAL NOTES	Provide comments for department internal use (not for P020 and P025). Comments will not appear on PO. Public Works committee: 05/06/25 County Board: 05/13/25 Job #25-02047
APPROVALS	Department Head signature approval for procurements under \$15,000. Procurement Officer Approval for ETSB.



*Providing Quality HVAC/R Services
to the Greater Chicagoland since
1957*

BUILDING AUTOMATION SYSTEM PLANNED SERVICE AGREEMENT

**DUPAGE COUNTY
Wheaton Campus**

Prepared by:

F.E. Moran, Inc. Mechanical Services
2283 Carlson Drive
Northbrook, IL 60062
Phone: (847) 291-9101
Fax: (847) 291-9115
www.femoran.com

March 7, 2025

1. PROGRAM FEATURES

The Building Automation Systems (BAS) Planned Service Agreement you are about to review is the optimum choice for your facility in order to maintain your building management system operation at peak efficiency. This program is customized to meet all of the unique requirements of your specific distributed control system. F.E. Moran, Inc. Mechanical Services Planned Service program is designed to help you improved occupant comfort, maintain efficient system operation, reduce energy consumption and operating costs, and improve life cycle of utilities. Our goal is to help you control the overall performance of your buildings operating system by an optimum blend of predictive, diagnostic, and scheduled tasking services.

We have incorporated your business Building Automation System needs and technical requirements into this maintenance program. Our service center automatically dispatches the service technicians on a predetermined schedule that best meets both your business and your system requirements. Our MSCA Star Certified service technicians are supplied with the manufacturers recommended programs and software for your systems requirements.

Scheduled Inspections: F.E. Moran, Inc. Mechanical Services will provide Twelve (12) Operational Inspections per year, which will be in accordance with the manufacturer's recommendations, system application and our own extensive experience. We will determine the proper system tasking procedures, which our technicians precisely follow.

Emergency and Trouble Call Coverage: Even with the comprehensive care provided in this program, occasional failures can occur. Although the cost of emergency service labor and materials are not included in this program, you will receive top priority trouble call response during peak heating or cooling periods. We will respond to your service needs within 4 hours from receipt of your request.

Service Documentation: We will document all scheduled and unscheduled service work showing the hours worked, date, name of service technician, equipment identification and brief description of work. A copy of this documentation will be left with the customer.

Specialty Services Available:

- Building Automation Solutions Available.
- Energy Benchmarking Analysis Services Available.
- Fire Protection Services and Inspections Available.
- Plumbing Services – Backflow Testing Available.

Hourly Rates and Pricing:

- Non-Contract Customer Regular time (7:00 AM - 3:00 PM) - \$208.00 | Contract - \$175.00.
- Non-Contract Customer Overtime \$292.00 | Contract - \$245.00.
- Non-Contract Customer Sundays & Holidays \$364.00 | Contract - \$307.00.
- Contract material pricing will be 15% less

Building Automation Systems Planned Service Agreement

Additional Provisions and Exclusions:

Included in Planned Service Maintenance Agreement:

1. Operator Coaching

Through our individual Operator Coaching, we will review and reinforce learned skills, leading to greater operator knowledge and productivity. This service will insure your operator's gain full utilization of the system implemented in your facility. We will assist your staff in identifying, verifying and resolving problems found in executing daily tasks. During the coaching sessions, we can address log book and system issues, assist your operators in becoming more self-sufficient, and improve the skills of your operators to better meet the needs of your facility and their specific job responsibilities. Under this agreement we shall provide coaching, which will be conducted on normal business days and hours, during scheduled visits.

2. Technical Support Services

Emergency Online/Phone Response: Monday through Sunday, 24 Hours per Day

System and software troubleshooting and diagnostics will be provided remotely to enable faster response to emergency service requests and to reduce the costs and disruptions of downtime. F.E. Moran, Inc. Mechanical Services will respond within 4 hours, Monday through Sunday, 24 hours per day, including Holidays, upon receiving notification of an emergency, as determined by your staff and F.E. Moran, Inc. Mechanical Services. Where remote access is not available to the system, F.E. Moran, Inc. Mechanical Services will provide phone support to your staff to assist in their onsite troubleshooting and diagnosis. If remote diagnostics determine a site visit is required to resolve the problem, a technician can be dispatched. Depending on your contract coverage, the on-site dispatch will be covered or will be a billable service call.

- Pre-scheduled maintenance inspections performed by trained union service technicians.
- Priority service over non-Building Automation Systems Planned Service Agreement customers.
- Building Automation Systems Planned Service Agreement customers receive a discounted rate from our standard hourly labor rates and material purchases.

Not Included in Planned Service Maintenance Agreement:

- Hardware
- EPROM Changes
- Software upgrades
- After hours service/labor (normal business hours are 7:00AM to 3:30PM)

2. YOUR PROGRAM INVESTMENT

Submitted To:

DuPage County
505 N County Farm Rd.
Wheaton, IL 60187

For the Equipment Located At:

DuPage County
505 N County Farm Rd.
Wheaton, IL 60187

Submitted By: Tom Rogers

Date Submitted: April 8, 2025

This Planned Service Maintenance Program will be for an original term of (2) Years, beginning on **06/01/2025**. At the end of the original term of this agreement, F.E. Moran will submit a new written agreement thirty (30) days prior to the anniversary date for Du Page County's approval. Du Page County investment in this program is shown below:

Price

F.E. Moran, Inc. Mechanical Services agrees to furnish services as described herein for the annual price:

\$18,000.00 | Year-1

\$18,000.00 | Year-2

Billing Options ☐ Full (18,000.00) ☐ Quarterly (4,500.00) ☒ Monthly (\$1,500.00)

The annual agreement prices shown above can only be adjusted if equipment is added or deleted from the original agreement. Recurring payments will be based on the annual amounts listed above. Payment terms will be sixty (60) days after date of invoice. F.E. Moran, Inc. Mechanical Services reserves the right to discontinue its service anytime payments have not been made as agreed. Failure to make payments when due or impairment of customer's credit shall relieve F.E. Moran, Inc. Mechanical Services of all obligations pertaining to work or performance of work.

Acceptance:

This agreement is accepted for:

DuPage County **JOF-Annex**
503 ~~505~~ N County Farm Rd.
Weaton, IL 60187

This agreement is approved by:

F.E. Moran, Inc. Mechanical Services
2283 Carlson Drive
Northbrook, IL 60062

By: _____
Signature: _____
Title: _____
Date: _____

By: _____
Signature: _____
Title: _____
Date: _____

3. TERMS AND CONDITIONS

- A. The identification, detection, encapsulation, removal or disposal of asbestos or products or materials containing other hazardous substances is beyond the scope of this agreement and F.E. Moran, Inc. Mechanical Services is not required to perform same.
- B. F.E. Moran, Inc. Mechanical Services maximum liability based upon any legal claim or cause of action (except for personal injury), shall not exceed the yearly contract price of this agreement.
- C. Customer shall permit free and timely access to the building and equipment, permit use of the building services, allow F.E. Moran, Inc. Mechanical Services to start and stop the equipment as necessary.
- D. F.E. Moran, Inc. Mechanical Services warrants that labor provided under this agreement will be performed in a workmanlike manner. However, no claim for defective workmanship may be brought upon any cause of action, unless customer has provided F.E. Moran, Inc. Mechanical Services with written notice of such defects within the ninety day period following the termination date of this agreement.
- E. F.E. Moran, Inc. Mechanical Services shall not be required to furnish any items of equipment, labor, or make special tests recommended or required by insurance companies, Federal State Municipal or other authorities except as otherwise included in this Agreement.
- F. In the event of termination by the Customer, Customer agrees to pay for all work **actually** performed since the last contract renewal date (or if no renewal, since inception) at F.E. Moran, Inc. Mechanical Services labor and material rates prevailing at the time of termination. The Customer's contract payments for the period since renewal (or if no renewal, since inception) shall be credited against F.E. Moran, Inc. Mechanical Services labor and material bill and the Customer shall pay for any shortfall or receive any refund due on the difference between the amount paid and the amount billed due to termination.
- G. F.E. Moran, Inc. Mechanical Services shall not be liable for the operation of the equipment nor for injuries to persons or damage to property, except those directly due to the **intentionally wrongful, reckless, and, or** negligent acts or omissions of its employees. It shall not be liable for expense incurred in removing, replacing or refinishing any part of the building structure necessary to the execution of this Agreement.
- H. Customer agrees to pay interest on any sums outstanding and past due **in accordance with the terms of the Illinois Local Government Prompt Payment Act, 50 ILCS 505/1 et seq.**
- I. Corrections of the design or installation of Customer's equipment is beyond the scope of this agreement and F.E. Moran, Inc. Mechanical Services is not required to perform same.
- J. If, for any reason, the Customer requests work, other than emergency service, to be done before or after F.E. Moran, Inc. Mechanical Services regular working hours, such as Saturdays, Sundays, and Holidays, the Customer agrees to reimburse F.E. Moran, Inc. Mechanical Services for any labor costs above those applicable to regular working hours.
- K. F.E. Moran, Inc. Mechanical Services is entitled to discontinue its performance under this agreement at any time payments are past due.
- L. No other agreement, oral or written, expressed or implied, shall limit or qualify the terms of this agreement, unless such an additional agreement is accepted by both parties in writing.
- M. Customer shall make available to F.E. Moran, Inc. Mechanical Services personnel all pertinent safety data sheets (SDS) pursuant to OSHA's Hazard Communication Standard.
- N. F.E. Moran, Inc. Mechanical Services is only responsible for equipment itemized on the attached equipment list. With respect to the equipment listed in this agreement, the Customer agrees to have service or repairs not covered by this agreement done promptly so as not to interfere with F.E. Moran, Inc. Mechanical Services performance hereunder. Any work not covered by this agreement and performed by F.E. Moran, Inc. Mechanical Services shall be at its prevailing material and labor rates.
- O. F.E. Moran, Inc. Mechanical Services time to perform its obligations hereunder shall be extended as **reasonably** necessary if F.E. Moran, Inc. Mechanical Services performance is partially or wholly delayed by parts or equipment unavailability, strikes, lockouts or other labor difficulties of any kind; transportation delays; casualty; war, rebellion, or riot, acts of God or government or any cause whatsoever beyond F.E. Moran, Inc. Mechanical Services reasonable control. F.E. Moran, Inc. Mechanical Services duty to perform any work delayed for the above reasons ceases upon termination of this agreement.



Address: 2775 Algonquin Road,
Rolling Meadows, Illinois, 60008, USA

Phone No: 847-394-3333 ext. 304

Cell No: 224-253-8905

Email address: baha@solidyne.com

www.solidyne.com

Baha Erturk
Chairman

Date: November 14, 2024

Gavin Carroll
Facilities Manager
Power Plant
410 N. County Farm Road
Wheaton, IL 60187

Dear Mr. Carroll,

F.E. Moran Mechanical Services is the sole source provider for SAM family of Solidyne Building Automations Systems in Illinois. They are an authorized partner, stocking replacement parts and carrying a full staff of licensed professionals.

Sincerely,

Signature on File

CC:
Gavin Hansen
President
Tom Rogers
Building Automation General Superintendent
F.E. Moran, Inc.
847.714.8116



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:	BAS Contract
COMPANY NAME:	FE Moran Inc Mechanical Services
CONTACT PERSON:	Tom Rogers
CONTACT EMAIL:	tom.rogers@femorah.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/

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

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

Section IV: Certification

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

Printed Name: Kevin Denzel

Signature: 

Signature on File

Title: President

Date: 4-8-2025



Facilities Management Resolution

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

File #: FM-R-0002-25

Agenda Date: 5/6/2025

Agenda #: 12.A.

AGREEMENT BETWEEN THE COUNTY OF DU PAGE, ILLINOIS
AND THE CHILD FRIENDLY COURTS FOUNDATION
FOR LEASE OF SPACE AT DU PAGE COUNTY
JUDICIAL OFFICE FACILITY

WHEREAS, the County of DuPage ("County") operates and maintains a facility at the County's seat of government in accord with the authority granted by the Illinois General Assembly at 55 ILCS 5/5-1001, et. seq., which facility is commonly known as the DuPage County Judicial Office Facility; and

WHEREAS, the Child Friendly Courts Foundation operates a not-for-profit corporation utilizing volunteers to provide childcare services to eligible persons within DuPage County, in accordance with the Rules and Orders of the 18th Judicial Circuit Court, including but not limited to guests and invitees of the DuPage County Judicial Office Facility; and

WHEREAS, The County has office space available at the DuPage County Judicial Office Facility for use by non-profit agencies that support the Judicial process; and

WHEREAS, the Child Friendly Courts Foundation desires to operate and maintain a Safe Harbor children's waiting room in the DuPage County Judicial Office Facility, Wheaton, Illinois; and

WHEREAS, it is in the interest of the County of DuPage, it's residents and the Judicial process, to enter into a lease agreement with the Child Friendly Courts Foundation to allow its operation of a Safe Harbor children's waiting room at the DuPage County Judicial Office Facility, subject to terms and conditions of the attached lease; and

WHEREAS, the County Board has established an annual rate of One Dollar (\$1.00), and other good and valuable consideration, including but not limited to the societal services and benefits to the public described above, for the Child Friendly Court Foundation lease of approximately One Thousand Four Hundred Ninety-Six (1,496) square feet of office space at the DuPage County Judicial Office Facility; and

WHEREAS, the lease term shall be in effect commencing, approximately May 1, 2025, and expiring May 31, 2026.

NOW THEREFORE, BE IT RESOLVED, by the County Board of the County of DuPage that the County Board Chair and the County Clerk be and they are hereby authorized and directed to execute on behalf of the County of DuPage the attached lease of office space for use by the

BE IT FURTHER RESOLVED, that certified copies of this resolution along with copies of the lease, be transmitted by the County Clerk to the Child Friendly Courts Foundation, Attention: Irene Bahr, 1751 S. Naperville Road, Wheaton, IL 60189 and to ASA Nicholas Alfonso, Civil Division / DuPage County State's Attorney's Office.

Enacted and approved this 13th day of May, 2025 at Wheaton, Illinois.

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____

JEAN KACZMAREK, COUNTY CLERK

AGREEMENT BETWEEN THE COUNTY OF DU PAGE, ILLINOIS
AND THE CHILD FRIENDLY COURTS FOUNDATION
FOR LEASE OF SPACE AT THE
DU PAGE COUNTY JUDICIAL OFFICE FACILITY

THIS INDENTURE WITNESSETH: That the COUNTY OF DUPAGE, a body politic and corporate with offices located at 421 N. County Farm Road, Wheaton, IL 60187, upon the consent of the CHIEF JUDGE of THE 18th JUDICIAL CIRCUIT COURT, (hereafter collectively "Lessor"), does hereby demise and lease unto the CHILD FRIENDLY COURTS FOUNDATION, an Illinois 501(c)(3) "not for profit" organization (hereafter "Lessee"), the following described premises:

The room, or rooms, commonly known and described as first floor room 123, consisting of, approximately, One Thousand four hundred and ninety six (1,496) square feet of office space in the building known as DuPage County Judicial Office Facility, 505 North County Farm Road, in the City of Wheaton, State of Illinois, as designated in Exhibit A attached, and hereafter referred to as the "Premises."

To have and to hold said Premises for the term of thirteen (13) months beginning on the first day (1st) of May 1,2025, and ending on the thirty-first day (31st) of May 2026, subject to optional yearly twelve (12) month renewals by mutual written agreement, up to a total of four (4) years, unless the term shall be sooner terminated or amended, as hereinafter provided.

A. In consideration of the covenants of Lessor, Lessee covenants and agrees:

1. Payment. To pay Lessor as rent for said Premises the sum of One Dollar and No Cents (\$1.00) per twelve (12) months. All payments shall be made payable to the County of DuPage, c/o Facilities Management, 421 North County Farm Road, Wheaton, Illinois, 60187, with the total payment of \$1.00 being due on or before February 1st of each 12-month term and any renewal thereof. As further consideration for this lease, Lessee will provide a children's waiting room to eligible persons within DuPage County, including but not limited to guests and invitees visiting the DuPage County Judicial Office Facility.

2. Use and Occupancy. Lessee shall use and occupy said Premises solely for the purpose of providing a children's waiting room to eligible persons within DuPage County, in accordance with the Rules and Orders of the 18th Judicial Circuit Court, including but not limited to guests and invitees of the DuPage County Judicial Office Facility, and for any other purposes deemed necessary and prudent to accomplishing said sole purpose.

Lessee will replace, at its own expense, any furnishings, fixtures or other equipment damaged or broken, "normal wear and tear" excepted, by Lessee, its officers, agents, employees, wards, charges, clients, guests, and invitees. Lessee shall be further responsible for damaged or broken furnishings, fixtures or other equipment damaged by third persons in which the damage is due to Lessee's failure to exercise due care in the operation of the Premises, including failure to supervise its officers, agents, employees, wards, charges, clients, guests, and invitees. Prior to

commencing any use and/or occupancy of the Premises, Lessee shall provide Lessor with proof(s) of insurance coverage as required herein.

3. Improvements, Maintenance and Repair. Lessee shall be solely responsible for undertaking, at Lessee's sole expense: (a) any future improvements to the interior portions of the Premises; and (b) any part of the Premises damaged or broken (reasonable wear and tear excepted) by Lessee's acts or neglect, or that of its officers, agents, employees, wards, charges, clients, guests, and invitees.

Lessee shall not make additions or improvements to the Premises, or change, replace or attempt repair of any flooring, walls, doors, glass, lighting or fixtures, without Lessor's prior and express written consent. All work on, to, on behalf of, or for the Premises, undertaken by Lessee directly or through the use of third-party vendors, shall be performed at not less than the prevailing hourly wage rate as determined by, and verified with, the Illinois Department of Labor pursuant to the Illinois Prevailing Wage Act (820 ILCS 130). Lessee shall be solely responsible for ensuring that such work conforms to the requirements of the Illinois Prevailing Wage Act, including the receipt and retention of certified payroll records. Lessee agrees to indemnify, defend, and hold Lessor harmless from and against all violations of said statute.

4. Insurance. Throughout the Term of the Lease, Lessee shall obtain liability insurance, at its own expense, in accordance with and subject to the following:

- a. All Lessee insurance herein required shall specifically name the "County of DuPage" as an additional named insured, and shall be on a primary and non-contributory basis. All policies shall contain a provision that the coverage afforded will not be canceled, materially changed, or a renewal refused without providing written notice to Lessor as an additional insured and Lessee as a named insured prior to said cancellation, material change, or refusal to renew the insurance policy.
- b. Lessee shall maintain a General Liability insurance policy with a limit of not less than Two Million Dollars (\$2,000,000) per occurrence. Lessee shall also maintain Workman's Compensation in the statutorily required amount(s).
- c. Lessee shall have the duty to provide Lessor with copies of certificates of insurance required by Lessor prior to the commencement of the Term of this Lease and/or any Renewal thereof, or as soon thereafter as may be reasonably practicable and agreeable to Lessor, as well as renewal certificates of insurance within fifteen (15) days prior to the expiration of any insurance policy herein required.
- d. Insurance required by this Lease shall be provided by an insurance company licensed to provide insurance in the state of Illinois and which is acceptable to Lessor, or may be satisfied by participation in a risk management group or self-insuring up to the specified amount(s).
- e. In the event Lessee improves, maintains, or repairs the Premises as provided for herein, all of Lessee's third-party vendors, contractors, or servicemen entering onto

the Premises shall maintain Workman's Compensation insurance in statutory amounts; and further Employer's Liability and General Commercial Liability insurance in coverage amounts acceptable to the County which expressly name the "County of DuPage and its officers and employees" as an additional insured on a primary and non-contributory basis and include a waiver of subrogation endorsement. Such insurance shall only be issued by a company license to do business in Illinois. Lessee shall provide Lessor with copies of its vendor's, contractors', and/or servicemen's Certificates of Insurance, as well as all applicable coverage endorsements, prior to commencing any work on the Premises.

- f. Each Party agrees to waive subrogation for any claim(s) based on that Party's negligent or willful acts or omissions.

5. Indemnification. Lessee shall indemnify, defend, and hold harmless Lessor from and against all liability, claims, suits, demands, proceedings and actions, including costs, fees and expense of defense, arising from, growing out of, or directly related to, any loss, damage, injury, death, or loss or damage to property resulting from, or directly connected with, Lessee's, its officers', agents', employees', wards', charges', clients', guests', and invitees' acts or omissions on Lessor's property or involving Lessee's use and occupancy of Premises. Nothing contained herein shall be construed as prohibiting Lessor, its officials, directors, officers, agents, and employees from defending any claims, suits, demands, proceedings, and actions brought against them through the selection and use of their own agents, attorneys, and experts. Pursuant to Illinois law, the attorney representing Lessor under this paragraph must be the State's Attorney of DuPage County. Lessor's participation in its defense shall not remove Lessee's duty to indemnify, defend, and hold Lessor harmless as set forth above. Any indemnity as provided in this Lease shall not be limited by reason of the enumeration of any insurance coverage herein provided. Lessee's indemnification obligation shall survive the termination, or expiration, of this Lease for two (2) years. Lessor does not waive, by these indemnity requirements, any defenses or protections under the Local Government and Governmental Employees Tort Liability Act (745 ILCS 10/1 *et seq.*) or otherwise available to it under the law

6. Sublet and Assignment. Lessee shall not sublet the Premises, in whole or in part, nor assign this Lease or any part thereof, without first obtaining the written consent of Lessor. At the expiration or termination of this lease, Lessee shall surrender the Premises to Lessor in as good of a condition as the Premises were in on the date Lessee took possession thereof, ordinary wear and tear excepted.

7. Rules and Regulations, Compliance with Applicable Law. Lessee, its agents and employees shall observe the "Rules and Regulations" set forth in Lease Exhibit B, whenever on, or within, the Premises, which exhibit is attached and incorporated into this Lease. Lessee covenants and agrees that all children's waiting room services provided on the Premises will be provided solely by persons in Lessee's employment and/or engaged volunteers that are properly licensed and qualified to provide children's waiting room services in compliance with any and all applicable Circuit Court Orders, Local Rules, and local, state, and federal laws and regulations.

8. Facility Services. Lessor shall be solely responsible for: a) ordinary custodial

services necessary to keep the Premises' interior areas clean, tidy and sanitary; b) lawn mowing, weed eradication and liter pick-up in the exterior areas adjacent to and around the exterior of the Premises, c) replacing light bulbs, and d) snow and ice removal for all parking areas, access and circulation drives, loading areas, sidewalks and walkways on the Premises e) Waste services, consistent with Exhibit A.

Lessor owns the furniture contained within the space.

B. In consideration of the covenants of Lessee, Lessor covenants and agrees:

1. Tenantable Condition. If the Premises at any time during the Lease's term are not in good tenantable condition due to any act or omission or neglect by Lessor, Lessor shall place said Premises in such good and tenantable condition within a reasonable time after notice in writing provided by Lessee, and shall maintain the same in good tenantable condition during the term of this Lease, except for breakage or damage caused or permitted by Lessee, its officers, agents, employees, wards, charges, clients, guests, and invitees.

2. Utilities. Except in the event Lessee requires utility service exclusive to its use, Lessor shall provide for the following: (i) all electricity on the Premises as may be reasonably required by Lessee; (ii) all heat and air conditioning for the Premises during all normal business days and hours, and as weather and temperature conditions require; (iii) all necessary fixtures and equipment for electricity, heat and air-conditioning.

C. The Parties further jointly covenant and agree that:

1. Termination. Either Party may terminate this Lease early by giving at least one hundred twenty (120) days' written notice, which termination shall be deemed effective on the termination date stated in the written notice. The County further reserves the right to terminate this lease upon request of the Chief Judge of the 18th Judicial Circuit Court, DuPage County, Illinois, upon one hundred and twenty (120) days written notice.

2. Amendment. This Lease may be amended only by written agreement of the Parties.

3. Renewal. This Lease may be renewed up to a maximum of four (4) twelve (12) month terms, by written agreement of the Parties. At least one-hundred twenty (120) days prior to expiration of any twelve (12) month term, Lessee shall submit to Lessor a request for such renewal in writing. No renewal shall become effective absent written consent of the Parties.

4. Public Disclosures. This Lease shall not be recorded. Lessee agrees to timely execute organizational and, or, ownership disclosures that are, or may be, required under state law for contracts and leases of publicly-owned properties, upon Lessor's request

5. Notices. Any required notice shall be in writing and delivered to the following

addresses and parties:

To LESSEE:

Child Friendly Courts Foundation
Attn: Irene Bahr, President
1751 S Naperville Road
Wheaton, IL 60189

To LESSOR:

DuPage County Facilities Management Department
Attn: Director
421 N. County Farm Road
Wheaton, Illinois 60187

To 18th Judicial Circuit Court
Attention: Court Administrator
505 N. County Farm Road
Wheaton, Illinois 60187

Notices sent by mail shall be by registered or certified mail, postage pre-paid, and return receipt requested. If notice is by facsimile transmittal, said notice shall be effective the day of delivery if sent on a business day (defined as Monday through and including Friday, except federal and state holidays) between 9:00 a.m. and 5:00 p.m., and the same notice is also simultaneously mailed via first class regular U.S. mail. Any facsimile transmittal transmitted other than on a business day between 9:00 a.m. and 5:00 p.m. shall become effective on the next business day following the transmittal.

6. Representations. The Parties and their representatives executing this Lease each certify that they have authority to execute the Lease and to commit to all described covenants and perform under this Lease. Each Party further agrees that, whenever it is required to conduct any review or grant its consent or approval to any matter, that Party will not unreasonably withhold, condition, delay or deny such review, grant, consent, or approval.

7. Breach and Cure. In the event of any breach of the terms of this Lease, the non-breaching Party shall give notice to the breaching Party stating with particularity the nature of the alleged breach. The breaching Party shall be allowed a reasonable opportunity to cure the breach. A Party's failure to timely cure any material breach of this Lease shall permit the other Party to terminate the Lease by giving the breaching Party thirty (30) day notice of the non-breaching Party's intent to terminate this Lease. The failure of any Party to enforce any provision of this Lease shall not constitute a waiver by such Party of that or any other provision. The past waiver of any provision by either Party shall not constitute a course of conduct or a waiver in the future with respect to the same or any other provision.

8. Parking. The Parties agree that maintenance responsibilities for the parking lot

adjacent to the Premises shall be completed by Lessor. Parking will be managed as mutually agreed by the Parties. In the event a mutual agreement cannot be reached, Lessor will dictate parking policies and procedures.

9. Governing Law. The laws of the State of Illinois shall govern this Lease as to both interpretation and performance. The venue for resolving any disputes concerning the Parties' respective performance, or failure to perform, under this Lease, shall be the 18th Judicial Circuit court for DuPage County, Illinois.

LESSOR: COUNTY OF DU PAGE

By: _____
DEBORAH A. CONROY
COUNTY BOARD CHAIR

Date: _____

THE 18th JUDICIAL CIRCUIT COURT

By: _____
BONNIE M. WHEATON
CHIEF JUDGE

Date: _____

ATTESTED:

By: _____
JEAN KACZMAREK
COUNTY CLERK

Date: _____

LESSEE: CHILD FRIENDLY COURTS FOUNDATION

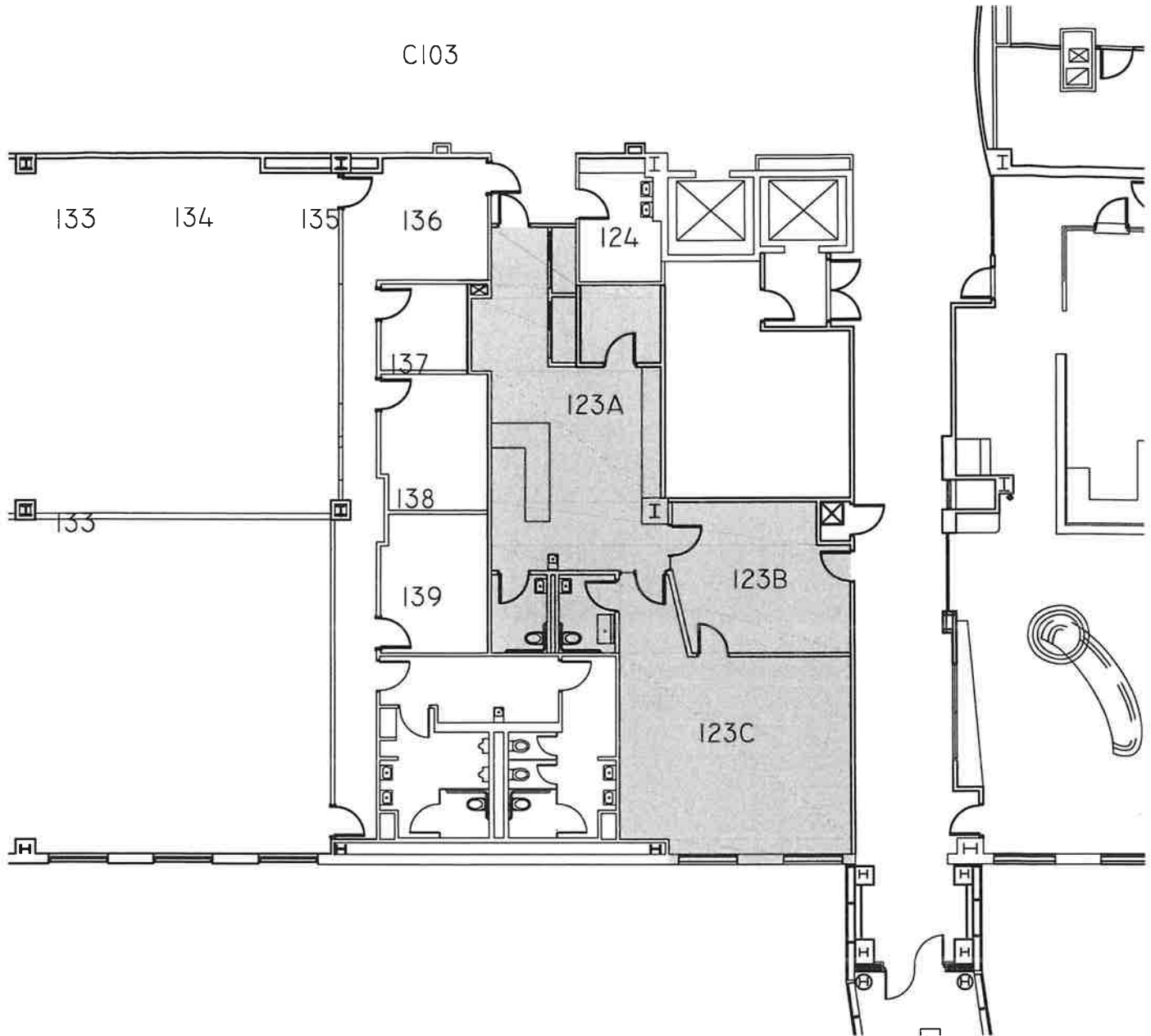
Signature on File
By: _____
Irene F. Bahr
President

Date: 4-17-25

ATTESTED or NOTARIZED by: _____ Signature on File



EXHIBIT A



PARTIAL 1ST FLOOR PLAN

SCALE: 1/16" = 1'-0"



■ = AREA OF LEASED PREMISES (1,496 SQUARE FEET)



HJH Judicial Office Facility
505 N County Farm Road
Wheaton, IL

EXHIBIT B

RULES AND REGULATIONS

1. **SIGNAGE:** No sign, picture, advertisement or notice shall be displayed, inscribed, painted or affixed on any part of the outside or inside of said building or on or about the Premises without permission of Lessor.

2. **FIRE SAFETY:** Smoking, burning of candles/incense, or an open flame for any reason is prohibited in the Premises as is the use of aerosols and non-approved cleaning chemicals. Malfunctioning fire alarms, smoke detectors or sprinklers shall be promptly reported to DuPage County Facility Management.

3. **LOCKS AND KEYS:** No additional locks shall be placed upon any doors of the Premises and Lessee shall not permit any duplicate keys to be made, as all necessary keys will be furnished by Lessor. But if more than two (2) keys for any door lock are desired, the additional number must be paid for by Lessee. Upon termination of this Lease, Lessee shall surrender all keys for the Premises and pass cards for entry into the Premises.

4. **DELIVERY/RELOCATION OF GOODS:** Lessor reserves the right to prescribe the position of all safes and other heavy articles. Any damage done to the Reservoir Building or to any other occupants or tenants in the building by taking in or putting out any safe or other heavy equipment, or from overloading the floor in any way, shall be paid for by Lessee.

5. **CUSTODIAL SERVICE:** The Lessor shall provide all ordinary custodial work for the leased Premises. In the event that the Lessee requires extraordinary custodial services because of some special use of the Premises, the Lessee may, with the prior consent of the Lessor, employ persons to do such work, at Lessee's sole expense. Any custodian so employed by the Lessee shall submit a description of the proposed extraordinary custodial work to the DuPage County Deputy Director of Facilities Management for approval before commencing work. Lessee-hired custodians shall be deemed the employees or agents of the Lessee.

6. **SECURITY:** Lessee and its officers, agents, employees, wards, charges, clients, guests, and invitees shall conform to security regulations as established by the County and the DuPage County Sheriff. Lesseeshall secure the Premises whenever it is unoccupied. The County's Facility Management staff and security personnel may be permitted to keep copy of any key or pass key and shall be allowed admittance to the Premises to respond to any emergencies and to permit security checks of the Premises from time to time, provided that routine activities shall be scheduled and minimize disturbance of the Lessee operations.

7. **ACCESSIBILITY BY LESSOR:** Lessor and its officers, agents, and employees shall have the right to enter the Premises at all reasonable hours to examine or exhibit the same.

8. **ELECTRICAL INSTALLATIONS:** In the event Lessee desires and modification or change or addition to the Premises' telephone lines, telecommunications wiring, cable or electrical connections, Lessor may supervise and direct any Lessee-hired contractor regarding the location and manner of installation of wiring, conduits, cables, antenna or similar equipment. There shall be no boring, drilling or cutting into the Premises' walls without prior written consent of the Lessor.

9. **WINDOW AREAS:** No awnings, shades, drapes or other window treatments (interior or exterior) may be installed without prior written consent of Lessor.

10. **OBSTRUCTIONS:** Lessee shall not allow anything to be placed against or near any glass in the Premises which diminishes the light in the halls or stairways, or that obstructs any means of ingress and/or egress. Placement of any object, exhibit, or display shall not be permitted in the halls or corridors without the prior written consent of Lessor.

11. **THERMOSTATS:** Lessee shall not, nor shall it permit its employees or guests to, regulate the thermostats, and shall inform Facilities Management whenever a thermostat is not working properly or satisfactorily.

12. **ANIMALS/BICYCLES:** No bicycle or other vehicle, and no dogs or other animals shall be allowed in offices, halls, corridors or other parts of the building, excepting specially trained "assistance" or "service" dogs for genuinely disabled employees or clients of Lessee.

13. **REVISED REGULATIONS:** Lessor reserves the right to make such other, further, reasonable rules and regulations as in its judgment may from time to time be needed for the safety, care and cleanliness of the premises, and for the preservation of good order therein. Lessee acknowledges and agrees that the DuPage County Sheriff and, or, Chief Judge of the Circuit Court retain rule making authority under Illinois law, and the common law, relative to the use of the Building, and that all parties within the building are obligated to comply with such rules.

14. **BUILDING ACCESS:** The building shall be open at 7:00 a.m. and closed at 5:00 p.m. daily Monday through Friday except on Court holidays, or at such hours as the Lessor may from time to time alter or make exception.

15. **SELLING OF GOODS AND SERVICES:** Lessee shall not utilize the Premises for the commercial sale of any goods or services, nor for purposes of fundraising.

16. **CANVASSING:** Lessee shall not, nor shall it permit its employees or guests to, canvass, solicit, or engage in any form of political activity within the Leased Premises.

17. **REMOVAL OF PROPERTY:** The Lessees shall list all articles to be taken from the building upon a blank form furnished by the Lessor. Said list shall be presented to the office of the Department of Facilities Management for approval prior to acceptance by the security guard.



Facilities Management Ordinance

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

File #: FM-O-0003-25

Agenda Date: 5/6/2025

Agenda #: 13.A.

ORDINANCE AMENDING CHAPTER 2, ARTICLE I SECTION 600 OF THE COUNTY CODE OF ORDINANCES TO ALLOW FOR THE USE OF COUNTY FACILITIES BY THE GENERAL PUBLIC

WHEREAS, the County of DuPage ("COUNTY") is a body politic and corporate duly organized and existing under the Illinois Constitution and laws of the State of Illinois; and

WHEREAS, the COUNTY has the power to make all contracts and do all other acts in relation to property and concerns of the COUNTY necessary to the exercise of its corporate powers pursuant to the Counties Code, 55 ILCS 5/5-1005; and

WHEREAS, the Animal Services building located at 2255 Manchester Rd., Wheaton, IL 60187, has undergone construction in the form of an addition and renovation of the previously existing space, allowing for rental of spaces within the facility for members of the general public; and

WHEREAS, the County owns and maintains a building located at 421 N. County Farm Rd., Wheaton, IL 60187, in which an auditorium exists and is available for rental by a County Department, including County-Wide Elected Officials, and for events sponsored or supported by County Departments which provide benefits or need for the residents of DuPage County; and

WHEREAS, the County owns and maintains an outside area bordered by 421, 501, 503, and 505 N. County Farm Rd., Wheaton, IL 60187, and referred to as a "Courtyard;" and

WHEREAS, these buildings, spaces within, and outdoor spaces, are private spaces which are not open to the public; and

WHEREAS, it is in the public's and the County's interest to allow for the rental of spaces within the Animal Services building, the auditorium in 421 N. County Farm Rd., and the Courtyard, and for the clear establishment of a procedure and fees for the rental of said spaces.

NOW, THEREFORE, BE IT RESOLVED that the proposed amendment to the County Code of Ordinances (Exhibit A) be and hereby is adopted; and

BE IT FURTHER RESOLVED, that the DuPage County Clerk is directed to publish notice in the Municode platform by sending a certified copy of this ordinance (Exhibit A), by certified mail, to the CivicPlus Corporation, 302 South 4th Street, Suite 500, Manhattan, Kansas 66502; and

BE IT FURTHER RESOLVED that the Codifier of the DuPage County Code of Ordinances is directed to properly codify and publish this Ordinance and shall make such typographical changes as are necessary to do so; and

BE IT FURTHER RESOLVED that the DuPage County Clerk is directed to also send copies of this Ordinance to: (1) DuPage County Facilities, (2) DuPage County Animal Services, and the DuPage County State's Attorney; and

BE IT FURTHER RESOLVED that this Ordinance shall take immediate effect upon adoption and approval as required by law.

Enacted and approved this 13th day of May, 2025 at Wheaton, Illinois.

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____

JEAN KACZMAREK, COUNTY CLERK

Chapter 2 – Administration

ARTICLE IX – USE OF COUNTY FACILITIES BY THE GENERAL PUBLIC

Sec 2-600 – DEFINITIONS:

“County Facilities” are defined as: the Animal Services Facility, the 421 Building Auditorium, and the “Courtyard” of the County Campus.

“Courtyard” is defined as the open area of space bordered by the 421 N. County Farm Road, 501 N. County Farm Road, 503 N. County Farm Road, and 505 N. County Farm Road buildings.

Sec 2-601 – PERMIT REQUIRED

County facilities are primarily for the use of the County, its officers, and employees. In some circumstances, the County is able to accommodate members of the public by permitting the use of its facilities listed in this Ordinance. These facilities, while from time to time available to the general public, shall retain their character as private spaces which are not open to the public during such times as the spaces are not rented to a member of the public. County departments, agencies, and representatives of other units of local and state government shall not be required to pay any fee to use spaces governed by this chapter and shall have priority over members of the public for use of County Facilities.

No facilities other than the facilities defined above in this Ordinance as “County Facilities,” are available for rent to the general public. Additionally, the 421 Auditorium may only be rented or utilized by County Departments (including County-Wide Elected Officials) or for events sponsored or supported by County Departments which provide benefits for the residents of DuPage County. For outdoor areas on the County Campus, other than the Courtyard, no Permits are required for use by the general public, provided that such use is transitory and does not substantially interfere with the ability of other members of the general public to access county services, county buildings, or utilize the outdoor space of the County Campus. Nothing within this Ordinance shall be construed as limiting in any way an individual’s rights under the First Amendment.

Sec 2-602 – FEE SCHEDULE.

The DuPage County Board adopts the following fee schedule for use of the Animal Services Facility, the 421 Building Auditorium, and outdoor events in the Courtyard.

Animal Services:

Birthday Parties		
Party Package	\$250	Room for 90 min with Education staff member, up to 35 guests, Table Coverings, Game, Craft, Animal Interaction, Birthday Child gets to name a shelter pet. Includes 30 minutes before and after for permittee to set-up and clean-up.
Décor Package	\$100	Cutlery, decorations, set-up and clean-up provided by Animal Services' staff
Goodie Bags	\$5 each	
Reservation Deposit	\$50	Due at time of reservation, applied to total
Additional time	\$50	Per half hour
Clean-Up Fee	\$200	Charge assessed if permittee does not return the rented space(s) to the same condition as it was pre set-up
Additional Room Capacity	\$100	Up to 80 People Total
Campus Security	\$Market Rate	If Campus Security is needed the market cost for these services (minimum of 4 hours is necessary)

Event Rentals			
Room Rental (Side A or Patio)	\$100 per hour	Up to 35 people	Includes room with: AV, Furniture set-up, Includes 30 minutes before and after for permittee to set-up and clean-up
Room Rental (Side A & Side B or Side B & Patio)	\$150 per hour	Up to 80 people	

Room Rental (Side A, Side B, and Patio)	\$200 per hour	Up to 110 people	
After – Hours Rental	\$50 per hour		
DCAS-Led Program (30 min)	\$50		DCAS Education staff led team-building activities.
Animal Interaction	\$50		These interactions last for approximately 15 to 30 total minutes and are subject to the animals available and their tolerance for said interactions. The handler has full discretion in determining if it is appropriate to end the interactions at an earlier time. Refunds of this fee are in the sole discretion of Animal Services staff.
Reservation Deposit	\$50		Due at time of reservation, applied to total
Additional time	\$50		Per half hour
Clean-Up Fee	\$200		Charge assessed if permittee does not return the rented space(s) to the same condition as it was pre set-up
Campus Security	\$Market Rate		If Campus Security is needed the market cost for these services (minimum of 4 hours is necessary)

Side A Capacity: 35 people

Side B Capacity: 40 people

Patio Capacity: 60 people

Side A and B Capacity: 75 people

Side B and Patio Capacity: 80 people

Side A, B, and Patio Capacity: 110 people

Auditorium: \$200.00

Courtyard: \$200.00

Permit fees may be reduced by the Chief Administrative Officer or his/her designee in writing on a case-by-case basis.

Sec. 2-603 – ALCOHOLIC LIQUORS/INTOXICATION

Alcoholic beverages shall not be served or consumed at any County Facility without prior written approval from the County Facilities Department. Alcohol consumption shall be restricted to the Animal Services Facility in their event space with a signed agreement by the event holder.

Sec.2-604 – PERMIT PROCESS

2-604.1: Exercise of First Amendment rights

For purposes of this section, the term “exercise of First Amendment rights” shall include, without limitation, parades, marches, demonstrations, rallies, religious services, speeches, solicitation of votes, petition signatures or contributions, picketing and leafleting.

2-604.2: Permit, Terms, Application

- a) Permits may be granted upon proper application and approval where the applicable section of these Ordinances or any other County ordinance, policy, rule, or regulation requires a Permit in order to engage in a particular use or activity.
- b) Every person requesting a Permit shall complete and file a written application with the Director of Facilities or his or her designee on forms provided by the County and pay applicable application fees at the County’s administrative offices located at 421 N. County Farm Road, Wheaton, IL 60187. The application shall be dated and stamped when received and a receipt shall be issued to the applicant.
- c) Unless otherwise provided in another section of this Article IX Ordinances or another County ordinance, rule, or regulation, all applications for Permits not involving the exercise of First Amendment rights must be received by the County at least thirty-one (31) calendar days prior to the use for which a Permit is sought. Applications for Permits involving the exercise of First Amendment rights must be received by the County at least three working days prior to the event requested.
- d) Except for applications for Permits Involving a commercial activity or for the sale or delivery of alcoholic beverages, the County shall issue the requested Permit without unreasonable delay unless:

1) The proposed activity violates any federal, state, local, or County law, rule, or regulation;

2) A prior application for a Permit for the same date, time, and location has been or will be granted and the use authorized by that Permit does not reasonably allow multiple occupancy of that particular location by more than one permittee;

3) The proposed use is of such a nature that it cannot reasonably be accommodated in the particular location applied for, considering, without limitation, the likelihood of such things as damage to County resources or facilities, unreasonable interference with County functions, buildings, facilities, operations, programs or activities, or unreasonable interference with the use or purpose of the County property applied for;

4) The proposed use would substantially impair the operation or use of facilities or services of County employees or contractors; or

5) The proposed use would so dominate the use of County property as to preclude other persons from using and enjoying them.

e) If the application is approved, the County shall issue a written Permit to the applicant. If the application is denied, the County shall issue the applicant written reasons for denying the application.

f) If an application is denied on the basis of a scheduling conflict or inappropriateness of the location, duration, or time of the activity, the County will make a reasonable effort to arrange an alternative location, duration, or time that is acceptable to the applicant. If the County denies an application pursuant to section 2-604.2(d), or the applicant is dissatisfied with such Permit as issued, he may appeal the decision to the County Administrator or at their discretion the Public Works Committee. All other decisions on the issuance of Permits by the Facilities Department are final.

g) Any Permit granted by the County shall contain lawful prerequisites to the issuing of the Permit and restrictions on the conduct of the permitted use including without limitation: payment of a reasonable fee; general liability insurance coverage; an agreement to fully indemnify and hold the County harmless from any liability or costs resulting from the use; a requirement that the persons involved in the use observe all federal, state, local, and County laws, ordinances, rules, and regulations; time, duration, and location restrictions; restoration deposit; a written agreement by the applicant to fully restore any County property soiled or damaged by the use; and, any reasonable restriction necessary for the efficient and orderly contemporaneous administration of the use, other activities with a Permit and regular County uses, functions, programs, and activities.

h) Any person holding a valid Permit issued by the County for use of County property may use that County property to the exclusion of any other person except the County and its employees and authorized agents, or where the Permit is for the Courtyard area, members of the public seeking to access the buildings bordering the Courtyard.

i) Subject to the terms of subsection (g) above, the County may make necessary changes or place necessary additional restrictions on any Permit after it has been issued.

j) Violation of the terms, restrictions and conditions contained in the Permit may result in the suspension or revocation of the Permit.

k) Unless as specifically provided elsewhere in the Code of Ordinances, no Permit shall be issued for a period in excess of twenty-four consecutive hours (one day). A Permit may be extended for like periods of time pursuant to a new application, unless another person has requested use of the same location and use of that location by more than one permittee is not reasonably possible.