DU PAGE COUNTY

Finance Committee

Summary

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

Tuesday, February 24, 2026 **8:00 AM** **County Board Room**

1. CALL TO ORDER

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

2. ROLL CALL

PRESENT	Childress, Covert, Cronin Cahill, DeSart, Eckhoff, Evans, Galassi, Garcia, Haider, Honig, Krajewski, LaPlante, Martinez, Ozog, Schwarze, Tornatore, Yoo, and Zay

Member LaPlante arrived at 8:05 AM.

3. PUBLIC COMMENT

No public comments were offered.

4. CHAIRWOMAN'S REMARKS - CHAIR GARCIA

No remarks were offered.

5. APPROVAL OF MINUTES

5.A. **26-0708**

Finance Committee - Regular Meeting - Tuesday, February 10, 2026

RESULT:	APPROVED
MOVER:	Saba Haider
SECONDER:	Cynthia Cronin Cahill
AYES:	Childress, Covert, Cronin Cahill, DeSart, Eckhoff, Evans, Galassi, Garcia, Haider, Honig, Krajewski, Martinez, Ozog, Schwarze, Tornatore, Yoo, and Zay
ABSENT:	LaPlante

6. BUDGET TRANSFERS

6.A. **26-0780**

Transfer of funds from 1000-1180-53828 (contingencies) to 1000-1001-53830 (other contractual expenses), in the amount of $7,000, to cover the cost of license plate readers on Stern Road in District 6.

RESULT:	APPROVED
MOVER:	Jim Zay
SECONDER:	Lucy Evans
AYES:	Childress, Covert, Cronin Cahill, DeSart, Eckhoff, Evans, Galassi, Garcia, Haider, Honig, Krajewski, Martinez, Ozog, Schwarze, Tornatore, Yoo, and Zay
ABSENT:	LaPlante

6.B. **26-0781**

Transfer of funds from 1000-1150-52100 (IT equipment - small value) to 1000-1150-54100 (IT equipment), in the amount of $10,278, to cover FY25 invoice for Insight Public Sector.

RESULT:	APPROVED
MOVER:	Michael Childress
SECONDER:	Yeena Yoo
AYES:	Childress, Covert, Cronin Cahill, DeSart, Eckhoff, Evans, Galassi, Garcia, Haider, Honig, Krajewski, Martinez, Ozog, Schwarze, Tornatore, Yoo, and Zay
ABSENT:	LaPlante

6.C. **26-0777**

Budget Transfers 02-24-2026 - Various Companies and Accounting Units

RESULT:	APPROVED
MOVER:	Michael Childress
SECONDER:	Saba Haider
AYES:	Childress, Covert, Cronin Cahill, DeSart, Eckhoff, Evans, Galassi, Garcia, Haider, Honig, Krajewski, Martinez, Ozog, Schwarze, Tornatore, Yoo, and Zay
ABSENT:	LaPlante

7. PROCUREMENT REQUISITIONS

A. Finance - Garcia

7.A.1. **FI-P-0002-26**

Recommendation for the approval of a contract purchase order issued to CDW Government, to acquire various I.T. equipment, for the Election Commission, for the period of February 24, 2026 through November 30, 2026, for a contract total amount not to exceed $129,396.16. Contract pursuant to the Intergovernmental Cooperation Act (Omnia Contract #2024056-01). Grant-funded. (County Clerk - Election Commission)

RESULT:	APPROVED
MOVER:	Cynthia Cronin Cahill
SECONDER:	Kari Galassi

7.A.2. **FI-P-0003-26**

Recommendation for the approval of a contract purchase order to Marsh & McLennan Agency, LLC, to provide assistance and evaluation of the County's Health and Wellness Benefits, for Human Resources, for the period of April 1, 2026 to March 31, 2029, for a contract total amount not to exceed $600,000; per RFP #25-012-HR. (Human Resources)

RESULT:	APPROVED
MOVER:	Cynthia Cronin Cahill
SECONDER:	Jim Zay

7.A.3. **FI-P-0004-26**

Recommendation for the approval of a contract purchase order issued to Diplex Technologies, Inc. d/b/a Global Point, for managed I.T. monitoring and support, for the Regional Office of Education, for the period of February 25, 2026 through February 24, 2027, for a contract total amount not to exceed $55,000; per RFP #26-010-ROE. (Regional Office of Education)

RESULT:	APPROVED
MOVER:	Cynthia Cronin Cahill
SECONDER:	Lucy Evans

B. Animal Services - Krajewski

7.B.1. **AS-P-0001-26**

Recommendation for the approval of a contract to Currie Motors Frankfort, Inc., to furnish and deliver a 2026 Ford White Transit-350 Cargo Van, for Animal Services, for the period of February 25, 2026 through November 30, 2026, for a contract total amount not to exceed $59,729. Contract pursuant to the Governmental Joint Purchasing Act, 30 ILCS 525/2 (Suburban Purchasing Cooperative Contract #207).

RESULT:	APPROVED
MOVER:	Brian Krajewski
SECONDER:	Sadia Covert

C. Human Services - Schwarze

7.C.1. **HS-CO-0004-26**

Amendment to County Contract 7854-0001 SERV issued to Healthy Air Heating & Air, Inc. for the Low Income Home Energy Assistance Program (LIHEAP) Program for Community Services, to increase the contract by $150,000. (Community Services)

RESULT:	APPROVED
MOVER:	Greg Schwarze
SECONDER:	Sadia Covert

7.C.2. **HS-P-0015-26**

Recommendation for the approval of a contract purchase order to Kronos, Inc., for time clocks for the DuPage Care Center, for the period February 25, 2026 through February 24, 2027, for a contract total amount not to exceed $52,624. Per 55 ILCS 5/5-1022(c) not suitable for competitive bids. (Sole Source - sole maintenance/upgrade provider.) (DuPage Care Center)

RESULT:	APPROVED
MOVER:	Greg Schwarze
SECONDER:	Sadia Covert

7.C.3. **HS-P-0016-26**

Recommendation for the approval of a contract purchase order to Advacare Systems, for rental of medical equipment (beds and mattresses), for the DuPage Care Center, for the period of March 1, 2026 through February 28, 2027, for a contract total amount not to exceed $67,000; under bid renewal #25-002-DCC, first of three one-year optional renewals.

RESULT:	APPROVED
MOVER:	Greg Schwarze
SECONDER:	Sadia Covert

D. Judicial and Public Safety - Evans

A motion was made by Member Evans and seconded by Member Tornatore to discharge the Judicial and Public Safety Committee for item JPS-R-0004-26. Upon a voice vote, the motion passed.

7.D.1. **JPS-R-0004-26**

Resolution approving an intergovernmental agreement between the County of DuPage, on behalf of the Sheriff of DuPage County, and Glenbard Township High School District No. 87, for providing a School Resource Officer and authorizing the development of guidelines for reciprocal reporting. County cost of 20% of the assigned officer's benefits and salary. (Sheriff's Office)

RESULT:	APPROVED
MOVER:	Lucy Evans
SECONDER:	Jim Zay

7.D.2. **JPS-P-0015-26**

Recommendation for the approval of a contract purchase order to Zoho Corporation, to provide support for ManageEngine apps and licenses, for the Sheriff's Office, for the period of January 6, 2026 through January 5, 2027, for a contract total not to exceed $40,630. Per 55 ILCS 5/5-1022(c) not suitable for competitive bids. (Sole Source - sole authorized distributor.) (Sheriff's Office)

RESULT:	APPROVED
MOVER:	Lucy Evans
SECONDER:	Cynthia Cronin Cahill

7.D.3. **JPS-P-0016-26**

Recommendation for the approval of a contract purchase order to Polaris Pharmacy Services of Warrington, LLC d/b/a Contract Pharmacy Services, to provide pharmaceutical services and supplies for detainees, for the Sheriff's Office, for the period of February 26, 2026 through February 25, 2027, for a contract total not to exceed $680,444.38; per renewal of bid #23-116-SHF, second of three options to renew. (Sheriff's Office)

RESULT:	APPROVED
MOVER:	Lucy Evans
SECONDER:	Yeena Yoo

E. Public Works - Childress

7.E.1. **FM-P-0004-26**

Recommendation for the approval of a contract purchase order to Currie Motors Frankfort, Inc., to furnish and deliver two (2) 2026 Ford Transit 350 Cargo Vans, for Facilities Management, for the period of February 25, 2026 to November 30, 2026, for a total contract amount not to exceed $112,132. Contract pursuant to the Government Joint Purchasing Act 30 ILCS 525/2 (Suburban Purchasing Cooperative Contract #207).

RESULT:	APPROVED
MOVER:	Michael Childress
SECONDER:	Dawn DeSart

7.E.2. **FM-P-0005-26**

Recommendation for the approval of a contract to Petroleum Traders Corporation, to furnish and deliver off-road diesel fuel, as needed, for the Power Plant and Standby Power Facility, for the period April 1, 2026 through March 31, 2027, for Facilities Management, for a contract total not to exceed $101,000; per renewal option under bid award #23-011-DOT, third and final option to renew.

RESULT:	APPROVED
MOVER:	Michael Childress
SECONDER:	Kari Galassi

7.E.3. **PW-P-0005-26**

Recommendation for the approval of an agreement between the County of DuPage, Illinois and Burns and McDonnell, for a Professional Rate Analysis of the Public Works Water and Sanitary Sewer Utilities, for the period of February 24, 2026 to November 30, 2026, for a total contract amount not to exceed $41,763. Professional Services (Architects, Engineers and Land Surveyors) vetted through a qualification-based selection process in compliance with the Illinois Local Government Professional Services Selection Act, 50 ILCS 510/0.01 et seq.

RESULT:	APPROVED
MOVER:	Michael Childress
SECONDER:	Kari Galassi

7.E.4. **PW-P-0006-26**

Recommendation for the approval of a contract purchase order to AT&T, for Analog and POTS service lines, for various Public Works locations, for the period of February 24, 2026 to February 16, 2028, for a total contract amount not to exceed $80,000; per bid #21-104-IT.

RESULT:	APPROVED
MOVER:	Michael Childress
SECONDER:	Saba Haider

7.E.5. **PW-P-0007-26**

Recommendation for the approval of a contract to RJN Group, Inc., to review and inspect water main pipelines, for Public Works, for the period of February 24, 2026 to November 30, 2026, for a total contract amount not to exceed $72,468. Per 55 ILCS 5/5-1022(c) not suitable for competitive bids. (Sole Source – Sole Provider of a licensed or patented good or service.)

RESULT:	APPROVED
MOVER:	Michael Childress
SECONDER:	Yeena Yoo

F. Technology - Covert

7.F.1. **TE-CO-0002-26**

Amendment to purchase order 7399-0001 SERV, issued to Imaging Systems, Inc. d/b/a Integrated Document Technologies (IDT), for the annual Hyland and CAPSYS Software Assurance maintenance of imaging systems, for Supervisor of Assessments, Treasurer, Family Center, Coroner, and County Clerk, paid for by Information Technology, to increase the contract in the amount of $28,000, resulting in an amended contract total amount not to exceed $355,930.81.

RESULT:	APPROVED
MOVER:	Sadia Covert
SECONDER:	Greg Schwarze

7.F.2. **TE-P-0003-26**

Recommendation for the approval of a contract purchase order to Insight Public Sector, for the procurement of annual maintenance and support of Veritas Netbackup software, for Information Technology, for the period of March 18, 2026 through March 17, 2029, for a contract total amount of $385,588.50. Contract pursuant to the Intergovernmental Cooperation Act (OMNIA Partners Contract #23-6692-03).

RESULT:	APPROVED
MOVER:	Sadia Covert
SECONDER:	Greg Schwarze

G. Transportation - Ozog

7.G.1. **26-0703**

DT-R-0015A-25 - Amendment to DT-R-0015-25 issued to Compass Minerals America, Inc., to furnish and deliver bulk rock salt, as needed for the Division of Transportation, for the period June 24, 2025 through May 31, 2026; to increase the encumbrance in the amount of $212,370, resulting in an amended contract total amount of $920,270, an increase of 30.0%.

RESULT:	APPROVED
MOVER:	Mary Ozog
SECONDER:	Dawn DeSart
AYES:	Childress, Covert, Cronin Cahill, DeSart, Eckhoff, Evans, Galassi, Garcia, Haider, Honig, LaPlante, Martinez, Ozog, Schwarze, Tornatore, Yoo, and Zay
ABSENT:	Krajewski

7.G.2. **DT-P-0010-26**

Recommendation for the approval of a contract to JX Truck Center of Elmhurst, to furnish and deliver Cummins Engine repair and replacement parts, as needed for the Division of Transportation, for the period of April 1, 2026 through March 31, 2027, for a contract total not to exceed $50,000; per renewal option under bid award #24-010-DOT, second of three options to renew.

RESULT:	APPROVED
MOVER:	Mary Ozog
SECONDER:	Cynthia Cronin Cahill
AYES:	Childress, Covert, Cronin Cahill, DeSart, Eckhoff, Evans, Galassi, Garcia, Haider, Honig, LaPlante, Martinez, Ozog, Schwarze, Tornatore, Yoo, and Zay
ABSENT:	Krajewski

7.G.3. **DT-P-0011-26**

Recommendation for the approval of a contract purchase order to Al Warren Oil Company, Inc., to furnish and deliver gasoline and diesel fuel, as needed for the Division of Transportation and Public Works, for the period of April 1, 2026 through March 31, 2027, for a contract total not to exceed $1,750,000 (Division of Transportation $1,000,000, Public Works $750,000); per renewal option under bid # 23-011-DOT, third and final renewal.

RESULT:	APPROVED
MOVER:	Mary Ozog
SECONDER:	Dawn DeSart

7.G.4. **DT-P-0012-26**

Recommendation for the approval of a contract purchase order to Earthwerks Land Improvement, for Sanitary Sewer Relocation and related grading and landscape restoration, as needed for the Division of Transportation, for the period of February 24, 2026 through May 31, 2027, for a contract total not to exceed $1,071,646.40; per FGMA bid # 26-4226.01.

RESULT:	APPROVED
MOVER:	Mary Ozog
SECONDER:	Dawn DeSart

8. FINANCE RESOLUTIONS

8.A. **FI-R-0021-26**

Authorization of Contract with American Federation of State, County and Municipal Employees (AFSCME), Council 31. (Human Resources)

RESULT:	APPROVED
MOVER:	Cynthia Cronin Cahill
SECONDER:	Saba Haider

8.B. **FI-R-0037-26**

Annual financial commitment in support of the DuPage Convention & Visitor's Bureau, for Fiscal Year 2026, in the amount of $50,000.

RESULT:	APPROVED
MOVER:	Cynthia Cronin Cahill
SECONDER:	Kari Galassi

8.C. **FI-R-0043-26**

Acceptance and appropriation of the Best Friends Animal Society - Families Forever Grant BFASFFG26, Company 5000 - Accounting Unit 1330, $20,000. (Animal Services)

RESULT:	APPROVED
MOVER:	Cynthia Cronin Cahill
SECONDER:	Kari Galassi

8.D. **FI-R-0044-26**

Acceptance and appropriation of the Illinois Court Technology Modernization Program Grant FY26, Company 5000 - Accounting Unit 5925, in the amount of $50,000. (18th Judicial Circuit Court)

RESULT:	APPROVED
MOVER:	Cynthia Cronin Cahill
SECONDER:	Yeena Yoo

8.E. **FI-R-0047-26**
Approval of an agreement between the County of DuPage and the DuPage County Health Department, for the use of investment earnings from the Opioid Settlement Funds. (Health Department)

RESULT:	APPROVED
MOVER:	Cynthia Cronin Cahill
SECONDER:	Yeena Yoo

9. INFORMATIONAL

A motion was made by Member Cahill and seconded by Member Galassi to receive and place on file: Payment of Claims, Wire Transfers, and Grant Proposal Notifications. Upon a voice vote, the motion passed.

A. Payment of Claims

9.A.1. **26-0649**
02-06-2026 Paylist

9.A.2. **26-0654**
02-06-2026 Auto Debit Paylist

9.A.3. **26-0701**
02-10-2026 Paylist

9.A.4. **26-0754**
02-13-2026 Paylist

9.A.5. **26-0755**
02-13-2026 Auto Debit Paylist

B. Wire Transfers

9.B.1. **26-0693**
02-09-2026 Corvel Wire Transfer

9.B.2. **26-0695**
02-09-2026 IDOR Wire Transfer

C. Grant Proposal Notifications

9.C.1. **26-0663**
GPN 007-26: Best Friends Animal Society Project Families Forever Grant - Animal Services PY26 - $20,000. (Animal Services)

9.C.2. **26-0737**
GPN 008-26 PY26 Homeless System Capacity Expansion Pilot, Illinois Department of Human Services, $90,920. (Community Services)

9.C.3. **26-0698**

GPN 009-26: Technology Modernization Grant PY26- Illinois Supreme Court- Administrative Office of Illinois Courts- $50,000. (18th Judicial Circuit Court)

RESULT:	APPROVED THE CONSENT AGENDA
MOVER:	Cynthia Cronin Cahill
SECONDER:	Kari Galassi
AYES:	Childress, Covert, Cronin Cahill, DeSart, Eckhoff, Evans, Galassi, Garcia, Haider, Honig, Krajewski, LaPlante, Martinez, Ozog, Schwarze, Tornatore, Yoo, and Zay

10. OLD BUSINESS

Member Krajewski made a comment regarding maps and the new website content accessibility law. Evan Shields, Communications and Programs Manager, stated that staff members are working on an accessibility presentation which will feature various compliance options.

11. NEW BUSINESS

No new business was discussed.

12. ADJOURNMENT

The meeting was adjourned at 8:37 AM.

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File #: 26-0708 **Agenda Date:** 2/24/2026 **Agenda #:** 5.A.

DU PAGE COUNTY

Finance Committee

Summary

421 N. COUNTY FARM ROAD
WHEATON, IL 60187
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Tuesday, February 10, 2026 **8:00 AM** **County Board Room**

1. CALL TO ORDER

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

A motion was made by Member Haider and seconded by Member Zay to allow for remote participation. Upon a voice vote, the motion passed.

2. ROLL CALL

PRESENT	Childress, Cronin Cahill, DeSart, Eckhoff, Evans, Galassi, Garcia, Haider, Honig, Krajewski, LaPlante, Martinez, Ozog, Schwarze, Tornatore, Yoo, and Zay
REMOTE	Covert

Member Tornatore arrived at 8:05 AM.

3. PUBLIC COMMENT

Public comment was made by Maria Sinkule and Katie Harris regarding the gun violence memorial.

4. CHAIRWOMAN'S REMARKS - CHAIR GARCIA

No remarks were offered.

5. APPROVAL OF MINUTES

5.A. **26-0514**
Finance Committee - Regular Meeting - Tuesday, January 27, 2026

RESULT:	APPROVED
MOVER:	Saba Haider
SECONDER:	Lucy Evans
AYES:	Childress, Cronin Cahill, DeSart, Eckhoff, Evans, Galassi, Garcia, Haider, Honig, Krajewski, LaPlante, Martinez, Ozog, Schwarze, Yoo, and Zay
ABSENT:	Tornatore
REMOTE:	Covert

6. BUDGET TRANSFERS

6.A. **26-0614**

Transfer of funds from 6000-1195-53828 (contingencies) to 6000-1225-53020 (IT services), in the amount of $20,000, for the HR payroll implementation for the external database for finance reports.

RESULT:	APPROVED
MOVER:	Jim Zay
SECONDER:	Kari Galassi
AYES:	Childress, Cronin Cahill, DeSart, Eckhoff, Evans, Galassi, Garcia, Haider, Honig, Krajewski, LaPlante, Martinez, Ozog, Schwarze, Yoo, and Zay
ABSENT:	Tornatore
REMOTE:	Covert

6.B. **26-0616**

Transfer of funds from 1100-4320-51030 (employer share social security) to 1100-4320-50000 (regular salaries), in the amount of $87, needed to meet new GASB 101 requirements for compensated absences. (Recorder G.I.S.)

RESULT:	APPROVED
MOVER:	Saba Haider
SECONDER:	Cynthia Cronin Cahill
AYES:	Cronin Cahill, DeSart, Eckhoff, Evans, Galassi, Garcia, Haider, Honig, Krajewski, LaPlante, Martinez, Ozog, Schwarze, Tornatore, Yoo, and Zay
ABSENT:	Childress
REMOTE:	Covert

6.C. **26-0618**

Transfer of funds from 1100-4310-50010 (overtime) to 1100-4310-50000 (regular salaries), in the amount of $1,011, to meet new GASB 101 requirements for compensated absences. (Recorder Document Storage)

RESULT:	APPROVED
MOVER:	Cynthia Cronin Cahill
SECONDER:	Lucy Evans

6.D. **26-0630**

Transfer of funds from 1100-4310-54100-0700 (IT equipment - capital lease) to 1100-4310-54107 (software), in the amount of $150,000, to cover cost of new recording software system. (Recorder Document Storage)

RESULT:	APPROVED
MOVER:	Sadia Covert
SECONDER:	Lucy Evans

6.E. **26-0606**

Budget Transfers 02-10-2026 - Various Companies and Accounting Units

RESULT:	APPROVED
MOVER:	Lucy Evans
SECONDER:	Saba Haider

7. PROCUREMENT REQUISITIONS

A. Finance - Garcia

7.A.1. **FI-P-0001-26**

Recommendation for the approval of a contract purchase order issued to Medici Land Governance, Inc., for a comprehensive land record management system, for the Recorder's Office, for the period of April 1, 2026 through November 30, 2029, for a contract total amount of $899,900; per RFP #25-109-REC. (Recorder's Office)

RESULT:	APPROVED
MOVER:	Cynthia Cronin Cahill
SECONDER:	Kari Galassi

B. Human Services - Schwarze

7.B.1. **HS-P-0005-26**

Recommendation for the approval of a contract purchase order to enter into a sub-grantee agreement with Catholic Charities, to provide shelter, case management, and financial assistance to situationally homeless residents and at-risk of homelessness residents of DuPage County, for the period of January 1, 2026 through March 31, 2027, in the amount of $58,000; under the Community Services Block Grant. Grant funded. (Community Services)

RESULT:	APPROVED
MOVER:	Greg Schwarze
SECONDER:	Kari Galassi

7.B.2. **HS-P-0006-26**

Recommendation for the approval of a contract purchase order to enter into a sub-grantee agreement with The GardenWorks Project, to plan, build, promote, and sustain community gardens in DuPage County, for Community Services, for the period of January 1, 2026 through December 31, 2026, in the amount of $55,000; under the Community Services Block Grant. Grant funded. (Community Services)

RESULT:	APPROVED
MOVER:	Greg Schwarze
SECONDER:	Saba Haider

7.B.3. **HS-P-0007-26**

Recommendation for the approval of a contract purchase order to enter into a sub-grantee agreement with H.O.M.E. DuPage, Inc., to provide financial literacy counseling, budget and credit counseling, credit repair and financial literacy workshops to low income residents in DuPage County, for Community Services, for the period of January 1, 2026 through March 31, 2027, for a contract total not to exceed $84,728; under the Community Services Block Grant. Grant funded. (Community Services)

RESULT:	APPROVED
MOVER:	Greg Schwarze
SECONDER:	Cynthia Cronin Cahill

7.B.4. **HS-P-0008-26**

Recommendation for the approval of a contract purchase order to enter into a sub-grantee agreement with Outreach Community Services, Inc., to provide case management, counseling, job training/readiness, work experience, transportation, and GED assistance to low income youth residing in DuPage County, for Community Services, for the period of January 1, 2026 through March 31, 2027, for a contract total not to exceed $115,000, under the Community Services Block Grant. Grant funded. (Community Services)

RESULT:	APPROVED
MOVER:	Greg Schwarze
SECONDER:	Yeena Yoo

7.B.5. **HS-P-0009-26**

Recommendation for the approval of a contract purchase order to enter into a sub-grantee agreement with Teen Parent Connection, to provide car seats, booster seats, diapers, formula, wipes, and car seat safety training to low income residents of DuPage County, for Community Services, for the period of January 1, 2026 through March 31, 2027, for a contract total not to exceed $40,000; under the Community Services Block Grant. Grant funded. (Community Services)

RESULT:	APPROVED
MOVER:	Greg Schwarze
SECONDER:	Saba Haider

7.B.6. **HS-P-0010-26**

Recommendation for the approval of a contract purchase order to enter into a sub-grantee agreement with 360 Youth Services, to provide case management, housing, job coaching/preparedness, transportation, educational services, and GED coaching to homeless youth and young adults in DuPage County, for Community Services, for the period of January 1, 2026 through March 31, 2027, for a contract total not to exceed $55,242; under the Community Services Block Grant. Grant funded.(Community Services)

RESULT:	APPROVED
MOVER:	Greg Schwarze
SECONDER:	Yeena Yoo

7.B.7. **HS-P-0011-26**

Recommendation for a the approval of a contract purchase order issued to C4 Innovations, LLC, to provide Continuum of Care Coordinate Entry System Evaluation, for Community Services, for the period of March 1, 2026 through March 1, 2027, in the amount of $53,800; per RFP #25-112-CS. (Community Services)

A motion was made by Member Schwarze and seconded by Member Evans to amend the dollar amount on this item from $58,300 to the correct amount of $53,800. Upon a voice vote, the motion passed.

RESULT:	APPROVED
MOVER:	Greg Schwarze
SECONDER:	Lucy Evans

7.B.8. **HS-P-0012-26**

Recommendation for the approval of a contract purchase order to Excel Electric, for upgrades to the North generator at the DuPage Care Center, for the period of February 11, 2026 through June 30, 2027, for a contract total not to exceed $681,835; per bid #26-001-DCC.

RESULT:	APPROVED
MOVER:	Greg Schwarze
SECONDER:	Lucy Evans

7.B.9. **HS-P-0013-26**

Recommendation for the approval of a contract purchase order to Performance Foodservice Chicago, for secondary food and supplies, for the DuPage Care Center and cafes on County Campus, for the period of March 1, 2026 through February 28, 2027, for a contract total not to exceed $59,000; under bid renewal #23-020-DCC, third and final optional renewal.

RESULT:	APPROVED
MOVER:	Greg Schwarze
SECONDER:	Jim Zay

7.B.10. **HS-P-0014-26**

Recommendation for the approval of a contract purchase order to Shift4 Payments, LLC, for Point of Sale System subscription and fees for credit card payments for DuPage Care Center and cafes on County Campus cafe sales, for the period March 1, 2026 through February 28, 2027, for a total contract not to exceed $42,890.50, under renewal of RFP #23-002-DCC, final option to renew.

RESULT:	APPROVED
MOVER:	Greg Schwarze
SECONDER:	Lucy Evans

C. Judicial and Public Safety - Evans

7.C.1. **JPS-CO-0002-26**

Second amendment to Purchase Order 6662-0001 SERV, issued to Axon Enterprise, Inc., to increase the contract encumbrance in the amount of $162,602.10, for a new contract total not to exceed $1,684,987.90. (Sheriff's Office)

RESULT:	APPROVED
MOVER:	Lucy Evans
SECONDER:	Greg Schwarze

7.C.2. **JPS-P-0014-26**

Recommendation for the approval of a contract purchase order to Currie Motors Frankfort, Inc., to furnish and deliver one (1) 2026 Ford Black Police Interceptor for Campus Security, for the period of February 11, 2026 through November 30, 2026, for a contract total not to exceed $48,528. Contract pursuant to the Governmental Joint Purchasing Act, 30 ILCS 525/2 (Suburban Purchasing Cooperative Contract #204). (Campus Security/OHSEM)

RESULT:	APPROVED
MOVER:	Lucy Evans
SECONDER:	Jim Zay

7.C.3. **JPS-R-0002-26**

Resolution Correcting Various Scrivener’s Errors in Various Budget Transfers

RESULT:	APPROVED
MOVER:	Lucy Evans
SECONDER:	Dawn DeSart

D. Public Works - Childress

7.D.1. **FM-P-0003-26**

Recommendation for the approval of a contract to Facility Gateway Corporation, to provide uninterrupted power supply (UPS) preventive maintenance and on-call emergency repair service as needed, for Facilities Management and the Emergency Telephone System Board (ETSB), for the period of April 1, 2026 through March 31, 2027, for a total contract amount not to exceed $36,317.72; per renewal option under bid #23-031-FM. Second option to renew. ($30,317.72 for Facilities Management and $6,000 for ETSB)

RESULT:	APPROVED
MOVER:	Michael Childress
SECONDER:	Yeena Yoo

7.D.2. **PW-P-0004-26**

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 1, 2026 to March 31, 2027, for a total contract amount not to exceed $100,000; per renewal option under bid #23-014-PW, third and final option to renew.

RESULT:	APPROVED
MOVER:	Michael Childress
SECONDER:	Saba Haider

7.D.3. **PW-R-0003-26**

Declaration of the Public Works 2018 Vactor 2100i as Surplus Property.

RESULT:	APPROVED
MOVER:	Michael Childress
SECONDER:	Jim Zay

E. Transportation - Ozog

7.E.1. **26-0527**

DT-P-0242D-19 - Amendment to Resolution DT-P-0242C-19, issued to TranSystems Corporation, for Professional Preliminary Engineering Services for improvements at CH 23/ Naperville Road at Illinois 38, Section 19-00195-05-CH, to increase the contract price in the amount of $39,346.76, resulting in an amended contract total amount of $458,750.78, an increase of 9.38% and a cumulative increase of 79.26%.

RESULT:	APPROVED
MOVER:	Mary Ozog
SECONDER:	Dawn DeSart

8. FINANCE RESOLUTIONS

8.A. **FI-R-0033-26**

Additional appropriation for the Illinois Home Weatherization Assistance Program, Department of Energy (DOE) Grant PY26, Inter-Governmental Agreement No. 25-401028, Company 5000 - Accounting Unit 1400, from $638,116 to $900,819 (an increase of $262,703). (Community Services)

RESULT:	APPROVED
MOVER:	Cynthia Cronin Cahill
SECONDER:	Dawn DeSart

8.B. **FI-R-0034-26**

Additional appropriation for the Illinois Home Weatherization Assistance Program HHS Grant PY26, Inter-Governmental Agreement No. 25-221028, Company 5000 - Accounting Unit 1430, from $974,465 to $1,232,976 (an increase of $258,511). (Community Services)

RESULT:	APPROVED
MOVER:	Cynthia Cronin Cahill
SECONDER:	Kari Galassi

8.C. **FI-R-0035-26**

Additional appropriation for the Coroner's Fee Fund, Company 1300 - Accounting Unit 4130, in the amount of $8,000. (Coroner's Office)

RESULT:	APPROVED
MOVER:	Cynthia Cronin Cahill
SECONDER:	Kari Galassi

8.D. **FI-R-0038-26**

Authorization to transfer and appropriate an amount not to exceed $1,750,000 in additional funds from the General Fund to the County Infrastructure Fund, for Fiscal Year 2025, for the Hinsdale Lake Terrace Rideshare Pilot Program. (Surplus Item)

RESULT:	APPROVED
MOVER:	Cynthia Cronin Cahill
SECONDER:	Dawn DeSart

8.E. **FI-R-0039-26**

Authorization to transfer and appropriate an amount not to exceed $3,243,574 in additional funds from the General Fund to the County Infrastructure Fund, for Fiscal Year 2025, for various infrastructure projects. (Surplus Item)

RESULT:	APPROVED
MOVER:	Cynthia Cronin Cahill
SECONDER:	Jim Zay

8.F. **FI-R-0040-26**

Authorization to transfer and appropriate an amount not to exceed $3,243,575 in additional funds from the General Fund to the DuPage Sustainability Fund, for Fiscal Year 2025, for various sustainability initiatives. (Surplus Item)

RESULT:	APPROVED
MOVER:	Cynthia Cronin Cahill
SECONDER:	Dawn DeSart

8.G. **FI-R-0041-26**

Authorization to transfer and appropriate an amount not to exceed $1,500,000 in additional funds from the General Fund to the Tort Liability Fund, for Fiscal Year 2025, for various insurance needs. (Surplus Item)

RESULT:	APPROVED
MOVER:	Cynthia Cronin Cahill
SECONDER:	Kari Galassi

9. INFORMATIONAL

A motion was made by Member Cahill and seconded by Member Haider to receive and place on file: Payment of Claims and Grant Proposal Notifications. Upon a voice vote, the motion passed.

A. Payment of Claims

9.A.1. **26-0470**
01-23-2026 Paylist

9.A.2. **26-0474**
01-23-2026 Auto Debit Paylist

9.A.3. **26-0511**
01-27-2026 Paylist

9.A.4. **26-0583**
01-30-2026 Paylist

9.A.5. **26-0599**
02-03-2026 Paylist

B. Grant Proposal Notifications

9.B.1. **26-0572**
GPN 004-26 Community Development Block Grant (CDBG) PY26, United States Department of Housing and Urban Development (HUD), Community Development, in the amount of $3,703,858. (Community Services)

9.B.2. **26-0573**
GPN 005-26 HOME Investment Partnerships Program PY26, United States Department of Housing and Urban Development (HUD), Community Development, in the amount of $1,570,831. (Community Services)

9.B.3. **26-0574**
GPN 006-26 Emergency Solutions Grant (ESG) PY26, United States Department of Housing and Urban Development (HUD), Community Development, in the amount of $286,929. (Community Services)

RESULT:	APPROVED THE CONSENT AGENDA
MOVER:	Cynthia Cronin Cahill
SECONDER:	Saba Haider
AYES:	Childress, Cronin Cahill, DeSart, Eckhoff, Evans, Galassi, Garcia, Haider, Honig, Krajewski, LaPlante, Martinez, Ozog, Schwarze, Tornatore, Yoo, and Zay
REMOTE:	Covert

10. OLD BUSINESS

Member Zay noted that the Bartlett Police Department was late on submitting paperwork under the Member Initiative Program. The police department already purchased and installed the $7,000 worth of equipment. By a show of hands, Committee members gave their consensus to reimburse the $7,000 to the police department using FY2026 contingency funds. Member Childress introduced the concept of a memorial for victims of gun violence. The memorial would cost approximately $40,000 and would be completed by June for National Gun Violence Awareness Month. By a show of hands, Committee members gave their consensus to put this item on the agenda in two weeks. Nick Kottmeyer, Chief Administrative Officer, provided an update to funding amounts for various State grants. Member DeSart asked a few clarification questions regarding the generator work being done at the Care Center.

11. NEW BUSINESS

No new business was discussed.

12. ADJOURNMENT

The meeting was adjourned at 9:11 AM.

Budget Transfer

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

File #: 26-0780 **Agenda Date:** 2/24/2026 **Agenda #:** 6.A.

DuPage County, Illinois
BUDGET ADJUSTMENT
Effective April 1, 2025

From: 1000
Company #

GENERAL FUND SPECIAL ACCOUNTS
From: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance Prior to Transfer	After Transfer	Date of Balance
1180	53828		**CONTINGENCIES**	$ 7,000.00	5,468,528.00	5,461,528.00	2/10/26
			Total	$ 7,000.00			

To: 1000
Company #

COUNTY BOARD
To: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance Prior to Transfer	After Transfer	Date of Balance
1001	53830		**OTHER CONTRACTUAL EXPENSES**	$ 7,000.00	25,000.00	32,000.00	2/10/26
			Total	$ 7,000.00			

Reason for Request:

FY2026 budget transfer from General Fund Contingencies to County Board to cover the costs of license plate readers on Stern Road in District 6. Municipality was late completing the paperwork.

Department Head _____ Date 2/10/26

Activity _____ (optional)

Chief Financial Officer _____ Date

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

Finance Department Use Only

Fiscal Year 26 Budget Journal # _____ Acctg Period _____

Entered By/Date_____ Released & Posted By/Date_____

FIN/CB - 2/24/26

Budget Transfer

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

File #: 26-0781 **Agenda Date:** 2/24/2026 **Agenda #:** 6.B.

FY25

DuPage County, Illinois
BUDGET ADJUSTMENT
Effective October 1, 2024

From: 1000 (Company #)

GENERAL FINANCE
From: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance: Prior to Transfer	Finance Dept Use Only Available Balance: After Transfer	Date of Balance
1150	52100		**I.T. EQUIPMENT-SMALL VALUE**	$ 10,278.00	23,087.90	12,809.90	2/9/26
			Total	$ 10,278.00			

To: 1000 (Company #)

GENERAL FINANCE
To: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance: Prior to Transfer	Finance Dept Use Only Available Balance: After Transfer	Date of Balance
1150	54100		**IT EQUIPMENT**	$ 10,278.00	Ø	10,278.00	2/9/26
			Total	$ 10,278.00			

Reason for Request:

To cover FY25 invoice for Insight Public Sector PO #7956-1-SERV.

Department Head _____ Date _____

Chief Financial Officer _____ Date 2/10/26

Activity _____ (optional)

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

Finance Department Use Only

Fiscal Year 25 **Budget Journal #** _____ **Acctg Period** _____

Entered By/Date _____ **Released & Posted By/Date** _____

FIN/CB - 2/24/26

Budget Transfer

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

File #: 26-0777 **Agenda Date:** 2/24/2026 **Agenda #:** 6.C.

FY26

DuPage County, Illinois
BUDGET ADJUSTMENT
Effective January 1, 2025

From: 1100 (Company #)

ANIMAL SERVICES
From: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance: Prior to Transfer	After Transfer	Date of Balance
1300	54010		BUILDING IMPROVEMENTS	$ 40,000.00	300,000.00	260,000.00	2/2/26
			Total	$ 40,000.00			

To: 1100 (Company #)

ANIMAL SERVICES
To: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance: Prior to Transfer	After Transfer	Date of Balance
1300	53828		CONTINGENCIES	$ 23,000.00	4,300.00	27,300.00	2/2/26
1300	53020		INFORMATION TECHNOLOGY SVC	$ 17,000.00	0	17,000.00	2/2/26
			Total	$ 40,000.00			

Reason for Request:

To cover the cost of rabies certificate scanning/indexing into OnBase and replenish Contingency budget line for anticipated small equipment and furniture costs associated with the capital project but do not meet the value threshold to be categorized in capital expenditures.

[redacted] Department Head — Date 2/2/2026

Chief Financial Officer — Date 2/3/26

Activity _____ (optional)

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

Finance Department Use Only

Fiscal Year 26 Budget Journal # _____ Acctg Period _____

Entered By/Date _____ Released & Posted By/Date _____

AS - 2/17/26
FIN/CB - 2/24/26

DuPage County, Illinois
BUDGET ADJUSTMENT
Effective October 1, 2024

From: 1000 (Company #)

OFFICE OF EMERGENCY MANAGEMENT
From: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance: Prior to Transfer	Finance Dept Use Only Available Balance: After Transfer	Date of Balance
1900	50000		REGULAR SALARIES	$ 52,000.00	733,651.33	681,651.33	2/9/26
			Total	$ 52,000.00			

To: 1000 (Company #)

OFFICE OF EMERGENCY MANAGEMENT
To: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance: Prior to Transfer	Finance Dept Use Only Available Balance: After Transfer	Date of Balance
1900	50050		TEMPORARY SALARIES	$ 52,000.00	Ø	52,000.00	2/9/26
			Total	$ 52,000.00			

Reason for Request:

To hire a temporary Emergency Management Coordinator experienced in planning for large-scale special events to assist the OHSEM Director and to ensure continuity of operations. Funds are available due to department vacancies.

[redacted]
Department Head — Date 2/7/2026

Chief Financial Officer — Date 2/9/26

Activity _____ (optional)

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

Finance Department Use Only

Fiscal Year 26 Budget Journal # _____ Acctg Period _____

Entered By/Date _____ Released & Posted By/Date _____

JPS - 2/17/26
FIN/CB - 2/24/26

FY25

DuPage County, Illinois
BUDGET ADJUSTMENT
Effective October 1, 2024

From: 1000 (Company #)

PUBLIC DEFENDER
From: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance: Prior to Transfer	After Transfer	Date of Balance
6300	52100		I.T. EQUIPMENT-SMALL VALUE	$ 4,270.00	4,508.49	238.49	2/9/26
			Total	$ 4,270.00			

To: 1000 (Company #)

PUBLIC DEFENDER
To: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance: Prior to Transfer	After Transfer	Date of Balance
6300	54100		IT EQUIPMENT	$ 4,270.00	Ø	4,270.00	2/9/26
			Total	$ 4,270.00			

Reason for Request:

To cover FY25 invoice for Insight Public Sector PO #7956-1-SERV.

[redacted]
Department Head — 02/09/2026 (Date)

Activity _____ (optional)

Chief Financial Officer — 2/9/26 (Date)

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

Finance Department Use Only

Fiscal Year 25 Budget Journal # _____ Acctg Period _____

Entered By/Date_____ Released & Posted By/Date_____

JPS - 2/17/26
FIN/CB - 2/24/26

FY25

DuPage County, Illinois
BUDGET ADJUSTMENT
Effective October 1, 2024

From: 1000 (Company #)

CAMPUS SECURITY
From: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance: Prior to Transfer	Finance Dept Use Only Available Balance: After Transfer	Date of Balance
1130	52100		I.T. EQUIPMENT-SMALL VALUE	$ 5,710.00	11,895.11	6,185.11	2/9/26
			Total	$ 5,710.00			

To: 1000 (Company #)

CAMPUS SECURITY
To: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance: Prior to Transfer	Finance Dept Use Only Available Balance: After Transfer	Date of Balance
1130	54100		IT EQUIPMENT	$ 5,710.00	0	5,710.00	2/9/26
			Total	$ 5,710.00			

Reason for Request:

To cover FY25 invoice for Insight Public Sector PO #7956-1-SERV.

[redacted]
Department Head

2/9/2026
Date

Activity _____ (optional)

Chief Financial Officer

2/9/26
Date

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

Finance Department Use Only

Fiscal Year 25 Budget Journal # _____ Acctg Period _____

Entered By/Date _____ Released & Posted By/Date _____

JPS - 2/17/26
FIN/CB - 2/24/26

FY26

DuPage County, Illinois
BUDGET ADJUSTMENT
Effective October 1, 2024

From: 5000 (Company #)

DNA BACKLOG RED PROG GRTS
From: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance: Prior to Transfer	Finance Dept Use Only Available Balance: After Transfer	Date of Balance
4510	54110		EQUIPMENT AND MACHINERY	$ 11,005.00	183,727.00	172,722.00	2/6/26
			Total	$ 11,005.00			

To: 5000 (Company #)

DNA BACKLOG RED PROG GRTS
To: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance: Prior to Transfer	Finance Dept Use Only Available Balance: After Transfer	Date of Balance
4510	53370		REPAIR & MTCE OTHER EQUIPMENT	$ 11,005.00	0	11,005.00	2/6/26
			Total	$ 11,005.00			

Reason for Request:

Budget transfer necessary to purchase a new instrument that was originally budgeted in 54110

[redacted] Department Head — Date 2/4/26

Activity 15PBJA-24-GG-02658-DNAX (optional)

Chief Financial Officer — Date 2/9/26

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

Finance Department Use Only

Fiscal Year 26 Budget Journal # _____ Acctg Period _____

Entered By/Date _____ Released & Posted By/Date _____

JPS - 2/17/26
FIN/CB - 2/24/26

FY25

DuPage County, Illinois
BUDGET ADJUSTMENT
Effective April 1, 2025

From: 5000 (Company #)

WIOA DCEO GRANTS
From: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance: Prior to Transfer	After Transfer	Date of Balance
2841	50000	0000	REGULAR SALARIES	$ 3,000.00	29,612.66	26,612.66	1/23/26
			Total	$ 3,000.00			

To: 5000 (Company #)

WIOA DCEO GRANTS
To: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance: Prior to Transfer	After Transfer	Date of Balance
2841	50050	0000	TEMPORARY SALARIES	$ 3,000.00	(2,085.00)	915.00	1/23/26
			Total	$ 3,000.00			

Reason for Request:

To provide funds to cover Temporary Salaries during the grant period ending 6/30/2026

[redacted]
Department Head — Date 1/23/2026

Activity 26-071006 (optional)

Chief Financial Officer — Date 1/26/26

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

Finance Department Use Only

Fiscal Year 25 Budget Journal # _____ Acctg Period _____

Entered By/Date _____ Released & Posted By/Date _____

ECON - 2/17/26
FIN/LB - 2/24/26

FY25

DuPage County, Illinois
BUDGET ADJUSTMENT
Effective April 1, 2025

From: 1400 (Company #)

NEUTRAL SITE CUSTODY EXCHANGE
From: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance: Prior to Transfer	Finance Dept Use Only Available Balance: After Transfer	Date of Balance
5920	50010		OVERTIME	$ 112.00	600.00	488.00	2/3/26
			Total	$ 112.00			

To: 1400 (Company #)

NEUTRAL SITE CUSTODY EXCHANGE
To: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance: Prior to Transfer	Finance Dept Use Only Available Balance: After Transfer	Date of Balance
5920	50040		PART TIME HELP	$ 112.00	(111.16)	0.84	2/3/26
			Total	$ 112.00			

Reason for Request:

Amount transferred covers the remaining negative account value for part time help for FY2025.

[redacted]
Department Head — Date 2/2/26

Chief Financial Officer — Date 2/3/26

Activity _____ (optional)

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

Finance Department Use Only

Fiscal Year 25 Budget Journal # _____ Acctg Period _____

Entered By/Date_____ Released & Posted By/Date_____

HS - 2/17/26
FIN/CB - 2/24/26

FY26

DuPage County, Illinois
BUDGET ADJUSTMENT
Effective January 1, 2025

From: 1200 (Company #)

MAINTENANCE & CAP TAL
From: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance Prior to Transfer	After Transfer	Date of Balance
2040	52000		FURN/MACH/EQUIP SMALL VALUE	$ 4,500.00	10,000.00	5,500.00	1/30/26
			Total	$ 4,500.00			

To: 1200 (Company #)

MAINTENANCE & CAPITAL
To: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance Prior to Transfer	After Transfer	Date of Balance
2040	54110		EQUIPMENT AND MACHINERY	$ 4,500.00	0	4,500.00	1/30/26
			Total	$ 4,500.00			

Reason for Request:

Move monies for 3 security duress buttons for the Administration Hallway at the DuPage Care Center (FY26)

[redacted]
Department Head — Date 1/29/26

Activity _____ (optional)

Chief Financial Officer — Date 2/3/26

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

Finance Department Use Only

Fiscal Year 26 Budget Journal # _____ Acctg Period _____

Entered By/Date _____ Released & Posted By/Date _____

HS - 2/17/26
FIN/CB - 2/24/26

FY26

DuPage County, Illinois
BUDGET ADJUSTMENT
Effective April 1, 2025

From: 1500 (Company #)

DOT ADMINISTRATION
From: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance: Prior to Transfer	Finance Dept Use Only Available Balance: After Transfer	Date of Balance
3500	54020		BUILDING CONSTRUCTION	$ 1,071,647.00	6,250,000.00	5,178,353.00	2/10/26
			Total	$ 1,071,647.00			

To: 1500 (Company #)

DOT ADMINISTRATION
To: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance: Prior to Transfer	Finance Dept Use Only Available Balance: After Transfer	Date of Balance
3500	54070		WASTE WTR SYS INFRASTRUCTURE	$ 1,071,647.00	Ø	1,071,647.00	2/10/26
			Total	$ 1,071,647.00			

Reason for Request:

Funds needed for the DuDOT East Campus Site Improvements located at 523 N. County Farm Road.

[redacted] 2/9/26
Department Head — Date

Activity _____ (optional)

Chief Financial Officer — 2/10/26 Date

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

Finance Department Use Only

Fiscal Year 26 Budget Journal # _____ Acctg Period _____

Entered By/Date _____ Released & Posted By/Date _____

DOT - 2/17/26
FIN/CB - 2/24/26

DuPage County, Illinois
BUDGET ADJUSTMENT
Effective October 1, 2024

From: 1100 (Company #)

G.I.S.
From: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance: Prior to Transfer	After Transfer	Date of Balance
2900	53800	0000	PRINTING	$ 100.00	2,000.00	1,500.00	2/5/26
2900	54100	0000	IT EQUIPMENT	$ 750.00	13,000.00	2,250.00	2/5/26
			Total	$ 850.00			

To: 1100 (Company #)

G.I.S.
To: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance: Prior to Transfer	After Transfer	Date of Balance
2900	53800	0001	COPIER USAGE	$ 100.00	∅	100.00	2/5/26
2900	54100	0700	IT EQUIPMENT - CAPITAL LEASE	$ 750.00	∅	750.00	2/5/26
			Total	$ 850.00			

Reason for Request:

Moving from incorrectly budgeted lines for copier usage & lease in FY26.

[redacted]
Department Head — 02/05/2026 (Date)

Chief Financial Officer — 2/6/26 (Date)

Activity _____ (optional)

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

Finance Department Use Only

Fiscal Year 26 Budget Journal # _____ Acctg Period _____

Entered By/Date _____ Released & Posted By/Date _____

Tech - 2/17/26
FIN/CB - 2/24/26

FY25

DuPage County, Illinois
BUDGET ADJUSTMENT
Effective October 1, 2024

From: 1000 (Company #)

INFORMATION TECHNOLOGY
From: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance: Prior to Transfer	After Transfer	Date of Balance
1110	52100		I.T. EQUIPMENT-SMALL VALUE	$ 96,384.00	183,942.37	87,558.37	2/9/26
			Total	$ 96,384.00			

To: 1000 (Company #)

INFORMATION TECHNOLOGY
To: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance: Prior to Transfer	After Transfer	Date of Balance
1110	54100		IT EQUIPMENT	$ 96,384.00	80,000.00	176,384.00	2/9/26
			Total	$ 96,384.00			

Reason for Request:

To cover FY25 invoice for Insight Public Sector PO #7956-1-SERV.

[redacted]
Department Head — 02/09/2026 (Date)

Chief Financial Officer — 2/10/26 (Date)

Activity _____ (optional)

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

Finance Department Use Only

Fiscal Year 25 Budget Journal # _____ Acctg Period _____

Entered By/Date_____ Released & Posted By/Date_____

TECH - 2/17/26
FIN/OB - 2/24/26

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

File #: FI-P-0002-26 **Agenda Date:** 2/24/2026 **Agenda #:** 8.A.

AWARDING RESOLUTION ISSUED TO
CDW GOVERNMENT
FOR VARIOUS I.T. EQUIPMENT
FOR THE COUNTY CLERK - ELECTION COMMISSION
(CONTRACT TOTAL AMOUNT $129,396.16)

WHEREAS, the County of DuPage by virtue of its power set forth in the Counties Code (55 ILCS 5/1-1001 *et seq*.) is authorized to enter into this Agreement; and

WHEREAS, pursuant to the Intergovernmental Cooperation Act, the County is authorized to purchase various I.T. equipment; and

WHEREAS, pursuant to the Intergovernmental Cooperation Act agreement between the County of DuPage and Omnia City of Mesa Contract #2024056-01, the County of DuPage will contract with CDW Government; and

WHEREAS, the Finance Committee recommends County Board approval for the issuance of a contract to CDW Government, for various I.T. equipment, for the period of February 24, 2026 through November 30, 2026, for the County Clerk - Election Commission.

NOW, THEREFORE BE IT RESOLVED, that County contract, covering said for various I.T. equipment, for the period of February 24, 2026 through November 30, 2026, for the County Clerk - Election Commission, be, and it is hereby approved for issuance of a contract by the Procurement Division to CDW Government, 75 Remittance Drive, Suite 1515, Chicago, IL 60675-1515, for a contract total amount not to exceed $129,396.16, pursuant to the Omnia City of Mesa Contract #2024056-01. (Grant-funded)

Enacted and approved 24th day of February, 2026 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#: FI-P-0002-26	RFP, BID, QUOTE OR RENEWAL #: CDW Quote #1CJNBDV	INITIAL TERM WITH RENEWALS: 1 YR + 1 X 1 YR TERM PERIOD	INITIAL TERM TOTAL COST: $129,396.16
COMMITTEE: FINANCE	TARGET COMMITTEE DATE: 02/24/2026	PROMPT FOR RENEWAL:	CONTRACT TOTAL COST WITH ALL RENEWALS: $129,396.16
	CURRENT TERM TOTAL COST: $129,396.16	MAX LENGTH WITH ALL RENEWALS: ONE YEAR	CURRENT TERM PERIOD: INITIAL TERM
Vendor Information		*Department Information*	
VENDOR: CDW Government	VENDOR #: 10667	DEPT: Information Technology	DEPT CONTACT NAME: Shanita Thompson
VENDOR CONTACT: Thomas Sanders	VENDOR CONTACT PHONE: 877-673-2173	DEPT CONTACT PHONE #: 630-407-5023	DEPT CONTACT EMAIL: shanita.thompson@dupagecounty.cgov
VENDOR CONTACT EMAIL: thomas.sanders@cdwg.com	VENDOR WEBSITE: cdwg.com	DEPT REQ #:	

Overview

DESCRIPTION Identify scope of work, item(s) being purchased, total cost and type of procurement (i.e., lowest bid, RFP, renewal, sole source, etc.).
Request to acquire new equipment for Election Commission that meets current operational, performance, and security standards to ensure continuity of services, improve reliability, and reduce maintenance risks associated with aging assets. Per OMNIA City of Mesa Contract #2024056-01 - GOV (2024056-01)

JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished
This will replace obsolete units that are no longer supported by warranty, experience frequent failures, or no longer meet current business or technical requirements.

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. OMNIA City of Mesa Contract #2024056-01 - GOV (2024056-01) contract
RECOMMENDATION AND TWO ALTERNATIVES	Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request, including status quo, (i.e., take no action). 1) Do not purchase laptops, leaving Election Commission Staff with devices that do not meet the necessary performance requirements. 2) Approve the purchase to ensure secure system reliability, efficiency, and timely processing.

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: CDW Government	Vendor#: 10667	Dept: DuPage County Clerk	Division: Election Commission
Attn: Thomas Sanders	Email: thomas.sanders@cdwg.com	Attn: Scott MacKay	Email: scott.mackay@dupagecounty.gov
Address: 75 Remittance Drive, Suite 1515	City: Chicago	Address: 421 N. County Farm Road	City: Wheaton
State: IL	Zip: 60675-1515	State: IL	Zip: 60187
Phone: 312-547-2410	Fax:	Phone: 630-407-5627	Fax:
Send Payments To:		*Ship to:*	
Vendor: CDW Government	Vendor#: 10667	Dept: Information Technology	Division:
Attn: Thomas Sanders	Email: Thomas.Sanders@cdwg.com	Attn: Shanita Thompson	Email: shanita.thompson@dupagecounty.gov
Address: 75 Remittance Drive, Suite 1515	City: Chicago	Address: 421 N. County Farm Road	City: Wheaton
State: IL	Zip: 60675-1515	State: IL	Zip: 60187
Phone: 312-547-2410	Fax:	Phone: 630-407-5023	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): 02/24/2026	Contract End Date (PO25): 11/30/2026

Purchase Requisition Line Details

LN	Qty	UOM	Item Detail (Product #)	Description	FY	Company	AU	Acct Code	Sub-Accts/ Activity Code	Unit Price	Extension
1	50	EA	Mfg. Part#: 5TW10AA#ABA Contract: OMNIA Mesa 2024056-01 - GOV (2024056-01)	HP USB-C Dock G5 Business Docking Station Black	FY26	5000	4250	54100	IVRS2026	199.69	9,984.50
2	20	EA	Mfg. Part#: B11B261202 Contract: OMNIA Mesa 2024056-01 - GOV (2024056-01)	Epson DS-530 II - document scanner - desktop - USB 3.0	FY26	5000	4250	54100	IVRS2026	383.04	7,660.80
3	25	EA	Mfg. Part#: 2112552 Contract: OMNIA Mesa 2024056-01 - GOV (2024056-01)	Dymo LabelWriter 550 - label printer - B W - direct thermal	FY26	5000	4250	54100	IVRS2026	139.46	3,486.50
4	50	EA	Mfg. Part#: 920-009782 Contract: OMNIA Mesa 2024056-01 - GOV (2024056-01)	Logitech MK295 Silent - keyboard and mouse set - graphite	FY26	5000	4250	54100	IVRS2026	33.57	1,678.50
5	50	EA	Mfg. Part#: DP-H-TM UNSPSC: 26121604 Contract: OMNIA Mesa 2024056-01 - GOV (2024056-01)	Link 10" DisplayPort (M) to HDMI (F) Video Adapter	FY26	5000	4250	54100	IVRS2026	16.09	804.50
6	50	EA	Mfg. Part#: BG6K8UT#ABA Contract: OMNIA Mesa 2024056-01 - GOV (2024056-01)	HP EliteBook 8 G1i 16" Notebook - WUXGA - 60 Hz - Intel Core Ultra 7 255U -	FY26	5000	4250	54100	IVRS2026	2,032.64	101,632.00
7	50	EA	Mfg. Part#: U4395E UNSPSC: 81112307 Electronic distribution - NO MEDIA Contract: OMNIA Mesa 2024056-01 - GOV (2024056-01)	HP Care Pack Services Pickup and Return Service - 3 Years	FY26	5000	4250	54100	IVRS2026	77.70	3,885.00
8	3	EA	Mfg. Part#: BE600M1 UNSPSC: 26111701 Contract: OMNIA Mesa 2024056-01 - GOV (2024056-01)	APC Back-UPS 600VA 7-Outlet 1-USB Battery Back-Up and Surge Protector	FY26	5000	4250	54100	IVRS2026	88.12	264.36

FY is required, ensure the correct FY is selected.

Requisition Total $ 129,396.16

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. Please make sure that Scott MacKay, Sarah Godzicki, and Shanita Thompson are in the emails to the vendor.
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.

City of Mesa

Contract # 2024056-01

for

Information Technology Solutions Products and Services

with

CDW Government LLC

Effective: July 2, 2024

The following documents comprise the executed contract between the City of Mesa, and CDW Government effective July 2, 2024:

I. City of Mesa/CDW-G Signed Contract
II. Supplier's Response to the RFP, incorporated by reference
    a. OMNIA Partners

AGREEMENT PURSUANT TO SOLICITATION

CITY OF MESA AGREEMENT NUMBER 2024056
INFORMATION TECHNOLOGY SOLUTIONS PRODUCTS AND SERVICES

CITY OF MESA, Arizona ("City")

Department Name	City of Mesa – Purchasing Division
Mailing Address	P.O. Box 1466
	Mesa, AZ 85211-1466
Delivery Address	20 East Main St, Suite 450
	Mesa, AZ 85201
Attention	Ted Stallings Procurement Officer II
E-Mail	Ted.Stallings@MesaAZ.org
Phone	(480) 644-2815

With a copy to: City of Mesa – Department of Inovation and Technology
Attn: Suzanne Alberts

AND

CDW GOVERNMENT, LLC, ("Contractor")

Mailing Address	230 North Milwaukee Avenue
	Vernon Hills, IL 60061
Remit to Address	75 Remittance Drive, Suite 1515
	Chicago, IL 60675
Attention	Emily Nye
E-Mail	emily.nye@cdwg.com
Phone	973-714-0711
Attention	Chris Andreson
E-Mail	chrande@cdgw.com
Phone	847-371-7149

CITY OF MESA AGREEMENT PURSUANT TO SOLICITATION

This Agreement pursuant to Solicitation ("Agreement") is entered into this 5th day of July, 2024, by and between the City of Mesa, Arizona, an Arizona municipal corporation ("City"), and CompanyName, a(n) State corporation/company/natural person ("Contractor"). The City and Contractor are each a "Party" to the Agreement or together are "Parties" to the Agreement.

RECITALS

A. The City issued Solicitation number **2024056** ("Solicitation") for **INFORMATION TECHNOLOGY SOLUTIONS PRODUCTS AND SERVICES**, to which Contractor provided a response ("Response"); and

B. The City Selected Contractor's Response as being in the best interest of the City and wishes to engage Contractor in providing the services/materials described in the Solicitation and Response.

In consideration of the reciprocal promises contained in the Agreement, and for other valuable and good consideration, which the Parties acknowledge the receipt and sufficiency of, the Parties agree to the following Terms & Conditions.

TERMS & CONDITIONS

1. **Term**. This Agreement is for a term beginning on **July 2, 2024** and ending on **July 1, 2028**. The use of the word "Term" in the Agreement includes the aforementioned period as well as any applicable extensions or renewals in accordance with this Section 1.

    1.1 **Renewals.** On the mutual written agreement of the Parties, the Term may be renewed up to a maximum of six (6) years. Any renewal(s) will be a continuation of the same terms and conditions as in effect immediately before the expiration of the then-current term.

    1.2 **Extension for Procurement Processes**. Upon the expiration of the Term of this Agreement, including any renewals permitted herein, at the City's sole discretion, this Agreement may be extended on a month-to-month basis for a maximum of six (6) months to allow for the City's procurement processes in the selection of a Contractor to provide the services/materials provided under this Agreement. The City will notify the Contractor in writing of its intent to extend the Agreement at least thirty (30) calendar days before the expiration of the Term. Any extension under this Subsection 1.2 will be a continuation of the same terms and conditions as in effect immediately prior to the expiration of the then-current term.

    1.3 **Delivery.** Delivery shall be made to the location(s) contained in the Scope of Work within thirty (30) days after receipt of an order. Title to Products and risk of loss or damage during shipment pass from Contractor to City upon delivery to the destination specified on the applicable purchase order (F.O.B. Destination, freight prepaid and allowed). Contractor agrees to deliver all products to be delivered F.O.B. destination, freight pre-paid and allowed to various locations throughout the City. In many cases within the City, the Contractor may be asked to deliver all products to the front counter within a given department. For special orders, the Parties agree to negotiate in good faith an alternative delivery date when necessary. Notwithstanding the foregoing, title to software will remain with the applicable licensor(s), and the City's rights therein are contained in the license agreement between such licensor(s) and the City.

2. **Scope of Work**. The Contractor will provide the necessary staff, services and associated resources to provide the City with the services, materials, and obligations attached to this Agreement as **Exhibit A** ("Scope of Work") Contractor will be responsible for all costs and expenses incurred by Contractor that are incident to the performance of the Scope of Work unless otherwise stated in **Exhibit A.** Contractor will supply all equipment and instrumentalities necessary to perform the Scope of Work. If set forth in **Exhibit A,** the City will provide Contractor's personnel with adequate workspace and such other related

facilities as may be required by Contractor to carry out the Scope of Work.
The Agreement is based on the Solicitation and Response which are hereby incorporated by reference into the Agreement as if written out and included herein. In addition to the requirements specifically set forth in the Scope of Work, the Parties acknowledge and agree that the Parties shall perform in accordance with all terms, conditions, specifications and other requirements set forth within the Solicitation and Response unless modified herein.

3. **Orders**. Orders must be placed with the Contractor by either a: (i) Purchase Order when for a one- time purchase; (ii) procurement card; (iii) Delivery Order or Blanket Purchase Order for a requirements contract where multiple as-needed orders will be placed with the Contractor; (iv) Executed Statement of Work (SOW); or (v) Executed Cloud Service Order (CSO) Form. The City may use the Internet to communicate with Contractor and to place orders as permitted under this Agreement. Unless explicitly stated in a separate writing executed by the Parties, the terms and conditions on any order form, quote, or similar document provided by Contractor to the City will not take precedence over the language set forth in this Agreement or any of the documents outlined in Section 4 below.

4. **Document Order of Precedence.** In the event of any inconsistency between the terms of the body of the Agreement, Exhibits, Solicitation, and Response, the language of the documents will control in the following order.

    a. Amendments to the Agreement
    b. Agreement
    c. Exhibits
        1. Mesa Standard Terms & Conditions (Exhibit C)
        2. Pricing (Exhibit B)
        3. Scope of Work (Exhibit A)
        4. Other Exhibits not listed above
    d. Solicitation including any addenda
    e. Contractor's Response

5. **Payment.** Subject to the provisions of the Agreement, the City will pay Contractor the sum(s) described in **Exhibit B** ("Pricing") in consideration of Contractor's performance of the Scope of Work during the Term.

6. **Pricing.** Contractor's pricing shall be in the format of a minimum percentage discount off a verifiable price index. Contractor may submit discounts for various manufacturers. At the time of purchase, Contractor may offer deeper discounts beyond the discounted price list, based on volume or other factors, as applicable. Minimum discounts will remain firm during the entirety of the Term of the Agreement, unless the Contractor requests to increase its discount percentage, and Pricing will include all charges that may be incurred in fulfilling requirement(s). In addition to decreasing prices for the balance of the Term due to a change in market conditions, a Contractor may conduct sales promotions involving price reductions for a specified lesser period. In the event a product is discontinued, Contractor will provide a product of the same or greater functionality, utilizing the discount structure.

    No price modifications will be accepted without proper request by the Contractor and response by the City's Purchasing Division.

    6.1 **Price Adjustment.** Any requests for reasonable price adjustments must be submitted in accordance with this Section. Requests for adjustment in cost of labor and/or materials must be supported by appropriate documentation. There is no guarantee the City will accept a price adjustment; therefore, Contractor should be prepared for the Pricing to be firm over the Term of the Agreement. The City is only willing to entertain price adjustments based on an increase to Contractor's actual expenses or other reasonable adjustment in providing the services/materials under the Agreement. If the City agrees to the adjusted price terms, the City shall issue written approval of the change.

During the sixty (60) day period prior to the expiration of the then-current term date of the Agreement, the Contractor may submit a written request to the City to allow an increase to the prices in an amount not to exceed the twelve (12) month change in the ***Consumer Price Index for All Urban Consumers*** (CPI-U), US City Average, All Items, Not Seasonally Adjusted as published by the U.S. Department of Labor, Bureau of Labor Statistics (http://www.bls.gov/cpi/home.htm). The City shall review the request for adjustment and respond in writing; such response and approval shall not be unreasonably withheld.

6.2 **Renewal and Extension Pricing.** Any extension of the Agreement will be at the same pricing as the initial term. If the Agreement is renewed in accordance with Section 1, pricing may be adjusted for amounts other than inflation that represent actual costs to the Contractor based on the mutual agreement of the Parties. Contractor may submit a request for a price adjustment along with appropriate supporting documentation demonstrating the cost to the Contractor. Renewal prices shall be firm for the term of the renewal period and may be adjusted thereafter as outlined in the Subsection 6.2. There is no guarantee the City will accept a price adjustment.

6.3 **Invoices.** Payment will be made to Contractor following the City's receipt of a properly completed invoice. Any issues regarding billing or invoicing must be directed to the City Department/Division requesting the service or material from the Contractor. A properly completed invoice should contain, at a minimum, all of the following:

a. Contractor name, address, and contact information;
b. City billing information;
c. City contract number as listed on the first page of the Agreement;
d. Invoice number and date;
e. Payment terms;
f. Date of service or delivery;
g. Description of materials or services provided;
h. If materials provided, the quantity delivered and pricing of each unit;
i. Applicable taxes; and
j. Total amount due.

6.4 **Payment of Funds.** Contractor acknowledges the City may, at its option and where available use a Procurement Cardle-Payables to make payment for orders under the Agreement; otherwise, payment will be through a traditional method of a check or Electronic Funds Transfer (EFT) as available.

6.5 **Disallowed Costs, Overpayment.** If at any time the City determines that a cost for which payment was made to Contractor is a disallowed cost, such as an overpayment or a charge for materials/service not in accordance with the Agreement, the City will notify Contractor in writing of the disallowance; such notice will state the means of correction which may be, but is not limited to, adjustment of any future claim/invoice submitted by Contractor in the amount of the disallowance or to require repayment of the disallowed amount by Contractor. Contractor will be provided with the opportunity to respond to the notice.

7. **Insurance.**

7.1 Contractor must obtain and maintain at its expense throughout the Term of the Agreement, at a minimum, the types and amounts of insurance set forth in this Section 7 from insurance companies authorized to do business in the State of Arizona; the insurance must cover the materials/service to be provided by Contractor under the Agreement. For any insurance required under the Agreement, Contractor will name the City of Mesa, its agents, representatives, officials, volunteers, officers, elected officials, and employees as additional insured, as evidenced by providing either an additional insured endorsement or proper insurance policy excerpts.

7.2 Nothing in this Section 7 limits Contractor's responsibility to the City. The insurance requirements herein are minimum requirements for the Agreement and in no way limit any indemnity promise(s) contained in the Agreement.

7.3 The City does not warrant the minimum limits contained herein are sufficient to protect Contractor and subcontractor(s) from liabilities that might arise out of performance under the Agreement by Contractor, its agents, representatives, employees, or subcontractor(s). Contractor is encouraged to purchase additional insurance as Contractor determines may be necessary.

7.4 Each insurance policy required under the Agreement must be in effect at or prior to the execution of the Agreement and remain in effect for the Term of the Agreement.

7.5 Prior to the execution of the Agreement, Contractor will provide the City with a Certificate of Insurance (using an appropriate "ACORD" or equivalent certificate) signed by the issuer with applicable endorsements. The City reserves the right to request additional copies of any or all of the policies, endorsements, or notices relating thereto required under the Agreement.

7.6 When the City requires a Certificate of Insurance to be furnished, Contractor's insurance is primary of all other sources available. When the City is a certificate holder and/or an additional insured, Contractor agrees no policy will expire, be canceled, or be materially changed to affect the coverage available without advance written notice to the City.

7.7 The policies required by the Agreement must contain a waiver of transfer rights of recovery (waiver of subrogation) against the City, its agents, representatives, officials, volunteers, officers, elected officials, and employees for any claims arising out of the work of Contractor.

7.8 All insurance certificates and applicable endorsements are subject to review and approval by the City's Risk Management Division.

7.9 **Types and Amounts of Insurance.** Contractor must obtain and retain throughout the term of the Agreement, at a minimum, the following:

7.9.1 Worker's compensation insurance in accordance with the provisions of Arizona law. If Contractor operates with no employees, Contractor must provide the City with written proof Contractor has no employees. If employees are hired during the course of this Agreement, Contractor must procure worker's compensations in accordance with Arizona law.

7.9.2 The Contractor shall maintain at all times during the term of this contract, a minimum amount of $1 million per occurrence/$2 million aggregate Commercial General Liability insurance, including Contractual Liability. For Commercial General Liability insurance, the City of Mesa, their agents, officials, volunteers, officers, elected officials or employees shall be named as additional insured, as evidenced by providing an additional insured endorsement.

7.9.3 Automobile liability, bodily injury and property damage with a limit of $1 million per occurrence including owned, hired and non-owned autos.

8. **Requirements Contract.** Contractor acknowledges and agrees the Agreement is a requirements contract; the Agreement does not guarantee any purchases will be made (minimum or maximum). Orders will only be placed when the City identifies a need and issues a purchase order or a written notice to proceed. The City reserves the right to cancel purchase orders or a notice to proceed within three (3) business days of issuance; any such cancellation will be in writing. Should a purchase order or notice to proceed be canceled, the City agrees to reimburse Contractor for any actual and documented costs

incurred by Contractor. The City will not reimburse Contractor for any avoidable costs incurred after receipt of cancellation including, but not limited to, lost profits, shipment of materials, or performance of services. The City reserves the right to purchase contracted items through other sources if determined in the best interests of the City to do so.

9. **Notices.** All notices to be given pursuant to the Agreement will be delivered to the Contractor at the address listed on Page 1 of this Agreement. Notice will be delivered pursuant to the requirements set forth the Mesa Standard Terms and Conditions that are attached to the Agreement as **Exhibit C.**

10. **Representations of Contractor.** To the best of Contractor's knowledge, Contractor agrees that:

    a. Contractor has no obligations, legal or otherwise, inconsistent with the terms of the Agreement or with Contractor's undertaking of the relationship with the City;

    b. Performance of the services called for by the Agreement do not and will not violate any applicable law, rule, regulation, or any proprietary or other right of any third party;

    c. Contractor will not use in the performance of Contractor's responsibilities under the Agreement any proprietary information or trade secret of a former employer of its employees (other than City, if applicable); and

    d. Contractor has not entered into and will not enter into any agreement, whether oral or written, in conflict with the Agreement.

11. **Mesa Standard Terms and Conditions. Exhibit C** to the Agreement is the Mesa Standard Terms and Conditions as modified by the Parties, which are incorporated by reference into the Agreement as though fully set forth herein. In the event of any inconsistency between the terms of the Agreement and the Mesa Standard Terms and Conditions, the language of the Agreement will control. The Parties or a Party are referred to as a "party" or "parties" in the Mesa Standard Terms and Conditions. The Term is referred to as the "term" in the Mesa Standard Terms and Conditions.

12. **Counterparts and Facsimile or Electronic Signatures.** This Agreement may be executed in two (2) or more counterparts, each of which will be deemed an original and all of which, taken together, will constitute one agreement. A facsimile or other electronically delivered signature to the Agreement will be deemed an original and binding upon the Party against whom enforcement is sought.

13. **Incorporation of Recitals and Exhibits.** All Recitals and Exhibits to the Agreement are hereby incorporated by reference into the Agreement as if written out and included herein. In the event of any inconsistency between the terms of the body of the Agreement and the Exhibits, the language of the Agreement will control.

    Exhibits to this Agreement are the following:
    (A) Scope of Work/ Technical Specifications
    (B) Pricing
    (C) Mesa Standard Terms and Conditions

14. **Attorneys' Fees.** The prevailing Party in any litigation arising out of the Agreement will be entitled to the recovery of its reasonable attorney's fees, court costs, and other litigation related costs and fees from the other Party.

15. **Additional Acts.** The Parties agree to execute promptly such other documents and to perform such other acts as may be reasonably necessary to carry out the purpose and intent of the Agreement.

16. **Headings.** The headings of the Agreement are for reference only and will not limit or define the meaning of any provision of the Agreement.

By executing below, each Party acknowledges that it understands, approves, and accepts all of the terms of the Agreement and the attached exhibits.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first above written.

CITY OF MESA, ARIZONA

By: [redacted]

Edward Quedens
Printed Name

Business Services Director
Title

7/8/24 09:01 MST
Date

CDW GOVERNMENT, LLC

By: [redacted]

Dario Bertocchi
Printed Name

Vice President, Contracting Operations
Title

July 5, 2024
Date

REVIEWED BY:

By: [redacted]
Ted Stallings, CPPB
Procurement Officer II

Required Vendor Ethics Disclosure Statement

Failure to complete and return this form may result in delay or cancellation of the County's Contractural Obligation.

Date: Jan 28, 2026

Bid/Contract/PO #:

Company Name: CDW Government LLC	Company Contact: Thomas Sanders, Account Representative
Contact Phone: 312-547-2410	Contact Email: thomas.sanders@cdwg.com

The DuPage County Procurement Ordinance requires the following written disclosures prior to award:

1. Every contractor, union, or vendor that is seeking or has previously obtained a contract, change orders to one (1) or more contracts, or two (2) or more individual contracts with the county resulting in an aggregate amount at or in excess of $25,000, shall provide to Procurement Services Division a written disclosure of all political campaign contributions made by such contractor, union, or vendor within the current and previous calendar year to any incumbent county board member, county board chairman, or countywide elected official whose office the contract to be awarded will benefit. The contractor, union or vendor shall update such disclosure annually during the term of a multi-year contract and prior to any change order or renewal requiring approval by the county board. For purposes of this disclosure requirement, "contractor or vendor" includes owners, officers, managers, lobbyists, agents, consultants, bond counsel and underwriters counsel, subcontractors and corporate entities under the control of the contracting person, and political action committees to which the contracting person has made contributions.

☒ **NONE (check here) - If no contributions have been made**

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

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

☒ **NONE (check here) - If no contacts have been made**

Lobbyists, Agents and Representatives and all individuals who are or will be having contact with county officers or employees in relation to the contract or bid	Telephone	Email

A contractor or vendor that knowingly violates these disclosure requirements is subject to penalties which may include, but are not limited to, the immediate cancellation of the contract and possible disbarment from future county contracts.

Continuing disclosure is required, and I agree to update this disclosure form as follows:

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

The full text for the county's ethics and procurement policies and ordinances are available at:
http://www.dupageco.org/CountyBoard/Policies/

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

Authorized Signature Signature on File

Printed Name Jeff Hagen

Title Manager, Vetting

Date Jan 28, 2026

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

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

File #: FI-P-0003-26 **Agenda Date:** 2/24/2026 **Agenda #:** 9.H.

AWARDING RESOLUTION
ISSUED TO MARSH & MCLENNAN AGENCY, LLC
TO PROVIDE ASSISTANCE AND EVALUATION OF THE
COUNTY'S HEALTH AND WELLNESS BENEFITS
(CONTRACT TOTAL AMOUNT: $600,000.00)

WHEREAS, proposals have been taken and processed in accordance with County Board Policy; and

WHEREAS, the Human Resources Department requires Health and Wellness Benefits Consulting Services to assist in maintaining competitive and fiscally sound benefit offerings for County employees; and

WHEREAS, the Finance Committee recommends County Board approval for the issuance of a contract purchase order to Marsh & McLennan Agency, LLC, to provide assistance and evaluation of the County's Health and Wellness Benefits for Human Resources.

NOW THEREFORE BE IT RESOLVED, that the County contract covering said, to provide assistance and evaluation of the County Health and Wellness Benefits, for the period April 1, 2026 through March 31, 2029, for Human Resources, be, and it hereby approved for the issuance of a contract purchase order by the Procurement Division to Marsh & McLennan Agency, LLC, 755 W. Big Beaver Road, Suite 2300, Troy, MI 48084-4900, for a contract total amount of $600,000.00; per RFP #25-012-HR.

Enacted and approved this 24th day of February, 2026 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#: 26-0751	RFP, BID, QUOTE OR RENEWAL #: 25-012-HR	INITIAL TERM WITH RENEWALS: 3 YRS + 1 X 1 YR TERM PERIOD	INITIAL TERM TOTAL COST: $600,000.00
COMMITTEE: FINANCE	TARGET COMMITTEE DATE: 02/24/2026	PROMPT FOR RENEWAL: 6 MONTHS	CONTRACT TOTAL COST WITH ALL RENEWALS: $800,000.00
	CURRENT TERM TOTAL COST: $600,000.00	MAX LENGTH WITH ALL RENEWALS: FOUR YEARS	CURRENT TERM PERIOD: INITIAL TERM

Vendor Information		*Department Information*	
VENDOR: Marsh & McLennan Agency, LLC	VENDOR #: 27831	DEPT: Human Resources	DEPT CONTACT NAME: Christine Clevenger
VENDOR CONTACT: Christopher Bouschet	VENDOR CONTACT PHONE: 248-822-8000	DEPT CONTACT PHONE #: 630-407-6300	DEPT CONTACT EMAIL: christine.clevenger @dupagecounty.gov
VENDOR CONTACT EMAIL: christopher.bouschet @marshmma.com	VENDOR WEBSITE: marshmma.com	DEPT REQ #: N/A	

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.).
A Request For Proposal (RFP) was issued to procure a Health and Wellness Benefits Consultant to assist the County in assessing and evaluating County health and welfare plans, renewal offers, plan design developments and alternatives. A Health and Wellness Benefits Consulting Service is necessary to assist Human Resources and Finance in maintaining competitive and fiscally sound benefits for County employees. The contract will be $600,000 for three years. Additionally the consultant will be allowed to receive any payable commissions which offset annual consultant fees, not to exceed $200,000 per year.

JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished
The County's healthcare planning and administration consultants provide vital assistance to the Human Resources and Finance Departments in planning and designing the County's self-insured healthcare program. The consultant provides the County with trend data, information, and research on critical issues regarding rising healthcare costs and significant changes to federal and state healthcare laws. The consultant assists the County in determining what healthcare and benefit plans to make available to its employees and implementing best practice methods to reduce costs. One of the pinnacle components of information consultants submit is their pride in having established relationships with their clients. Knowing them and their organization and being able to help them quickly adjust, pivot, and/or change direction when needed. Marsh & McLennan have played a key role in helping the County Board reset its benefits programs and direction that have yielded substantial savings to the County.

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 RFP (REQUEST FOR PROPOSAL)	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. A Request For Proposal (RFP) was issued to find the the lowest, responsible bidder. Six submittals were reviewed and scored. The review team finalized the selection through consensus. Partnering with Marsh & McLennan provides the County with a sizable health and benefits practice, substantial pharmaceutical market experience and extensive public sector experience.
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). Staff recommends approval of a three-year agreement with Marsh & McLennan for benefits consulting services. Alternatives: 1) Select and recommend another benefits consultant from the RFP shortlist. 2) Process another shortlist from the RFP in order to identify a candidate firm for recommending to the Board.

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: Marsh & McLennan Agency, LLc	Vendor#: 27831	Dept: Human Resources	Division:
Attn: Christopher Bouschet	Email: christopher.bouschet @marshmma.com	Attn:	Email: dpchumanresources@ dupagecounty.gov
Address: 755 West Big Beaver Rd, Suite 2300	City: Troy	Address: 421 N. County Farm Rd	City: Wheaton
State: MI	Zip: 48084	State: IL	Zip: 60187
Phone: 248-822-6292	Fax:	Phone: 630-407-6300	Fax: 630-407-6301
Send Payments To:		*Ship to:*	
Vendor: Marsh & McLennan Agency, LLC	Vendor#: 27831	Dept: Human Resources	Division:
Attn:	Email:	Attn:	Email: dpchumanresources@ dupagecounty.gov
Address: 62886 Collection Center Drive	City: Chicago	Address: 421 N. County Farm Rd	City: Wheaton
State: IL	Zip: 60693-0828	State: IL	Zip: 60187
Phone: 763-746-8000	Fax:	Phone: 630-407-6300	Fax: 630-407-6301
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Apr 1, 2026	Contract End Date (PO25): Mar 31, 2029

Purchase Requisition Line Details											
LN	Qty	UOM	Item Detail (Product #)	Description	FY	Company	AU	Acct Code	Sub-Accts/ Activity Code	Unit Price	Extension
1	1	EA	N/A	Health & Wellness Benefits Consulting Services		1000	1200	53090		600,000.00	600,000.00
FY is required, ensure the correct FY is selected.										Requisition Total	$ 600,000.00

Comments	
HEADER COMMENTS	Provide comments for P020 and P025. Contract Purchase Order with Marsh & McLennan Agency for consulting services to assist the County in the evaluation of its health and wellness benefits program administration per request for proposal 25-012-HR. This is an initial 3-year contract with a 1-year optional renewal.
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 COUNTY OF DUPAGE
FINANCE - PROCUREMENT
HEALTH & WELLNESS BENEFITS CONSULTING SERVICES 25-012-HR
BID TABULATION

√

Criteria	Available Points	Brown & Brown Insurance Services, Inc.	CBIZ Benefits & Insurance Services, Inc.	**Marsh McLennan Agency LLC**	Mercer Health & Benefits LLC	The Segal Company (Midwest) Inc.	Willis Towers Watson US LLC
Firm Qualifications	20	7	15	**20**	17	13	11
Key Qualifications	30	9	19	**28**	23	18	15
Project Understanding	30	4	14	**30**	21	14	11
Price	20	20	18	**18**	20	18	18
Total	100	40	66	**95**	81	63	55

Fee and Rate Proposal (Design Only)	$ 175,000.00	$ 199,980.00	**$ 200,000.00**	$ 175,000.00	$ 190,000.00	$ 200,000.00
Percentage of points	100%	88%	**88%**	100%	92%	88%
Points awarded (wtd against lowest price)	20	18	**18**	20	18	18

NOTES

RFP Posted on 11/21/2025 Bid Opened On 12/17/2025, 11:00 AM by	DW,SR
Invitations Sent	25
Total Requesting Documents	3
Total Bid Responses Received	6

MarshMcLennan Agency

County of DuPage

Health & Wellness, Benefits Consulting Services

Request For Proposal (25-012-HR)

December 2025

Your future is limitless.℠

MarshMMA.com

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Introduction

On behalf of Marsh McLennan Agency (MMA), we appreciate the opportunity to submit our Proposal for Health & Wellness Benefits Consulting Services in response to your RFP. All Addendums to the RFP have been received/considered.

We look forward to engaging with you and the selection team to discuss the details of our Proposal as you move toward your final consultant decision. Based on our understanding of the RFP scope, we are confident that MMA is well-positioned to serve as the County's trusted advocate, consultant, and partner—just as we have done from June 2011 through March 2018, and again from April 2021, to the present.

We recognize that successful bids are earned through demonstrated commitment, delivering value, a proven record of documented successes, strong client relationships, and a collaborative, approachable service team. We proudly embody these qualities, as evidenced by our longstanding partnership with DuPage County.

Current Engagement Highlights (2021–2025):
Since resuming our role as the County's employee benefits consultant in 2021, MMA has helped maintain for DuPage County, average annual healthcare cost increases at 3.2% (with minimal impact to County health plan participants), significantly below the national average of 5.4%. This achievement has transformed the County's employee benefits program from a source of budgetary concern into a model of transparency and financial stability.

Under our guidance, the County Board has become more informed on critical employee benefit topics ranging from stop-loss protection and plan design steerage strategies to emerging issues such as infertility treatments and GLP-1 therapies.

While our history with DuPage County speaks volumes, we trust that our written responses will further demonstrate the diligence, care, and expertise our service teams bring to every engagement.

About Marsh McLennan Agency:
At MMA, our mission is to be the leading group benefits consulting and brokerage firm serving organizations like DuPage County. We are committed to helping clients achieve their objectives by delivering best-in-class service and minimizing plan costs. Our goal is to help each client strike the optimal balance between benefit program expense and coverage while minimizing risks and maximizing value.

We operate under the following core principles:

- Exceptional Client Service: We believe superb service is more than a process—it is a mindset rooted in a genuine desire to meet client needs as our top priority.
- Employee Development: We foster a supportive work environment that encourages personal and professional growth, rewards dedication, and equips our team with the tools necessary to excel. This commitment results in a highly qualified, motivated team aligned with our vision and service standards.

MMA is a high-performance organization with clear strategies, strong cultural values, and a robust service model. We focus on mid-market clients, maintaining a strong market presence and building lasting goodwill through our people and service excellence.

In 2025, our controlled client retention rate stands at 99.0%, with a five-year average of 97.1%. Over the past five years, 98.2% of our clients have reported being "Very Satisfied" or "Mostly Satisfied" with MMA as their advisor. This reflects our investment in talented personnel who drive results. For DuPage County, we propose to continue with the current experienced Client Service Team dedicated to delivering superior service.

Key Points to Consider:

- We are proposing our full-scope service model for DuPage County, consistent with our current engagement. Unlike firms with limited scopes, we never say "no" to our clients.
- We maintain a low client-to-employee ratio (under three clients per employee), ensuring exceptional responsiveness and freeing your team to focus on other priorities.
- Your client service team will be knowledgeable, innovative, proactive, and responsive. MMA invests up to $10,000 per new hire and provides over 40 hours of annual training per employee to ensure the highest level of expertise.
- MMA boasts a 94% voluntary employee retention rate, one of the highest in the industry, supported by stable leadership and a strong culture recognized by independent organizations.
- As a proud member of Marsh McLennan Companies, MMA leverages unparalleled resources across consulting, administration, legal/compliance, and insurance services to meet a broad range of Human Resources needs.
- We have a proven track record of success with DuPage County, underscoring our commitment and capability.

Thank you for your continued partnership and for considering our Proposal. We look forward to the opportunity to discuss how MMA can continue to support DuPage County's employee benefits goals...and we're grateful for your further consideration.

Signature on File

Christopher M. Bouschet
President
Marsh McLennan Agency
Email: christopher.bouschet@marshmma.com
Phone: 248.822.6292

Firm Qualifications

A. Firm Overview & Experience

Marsh McLennan Agency, LLC (MMA) was founded in 2008 as a distinct operating subsidiary of Marsh LLC, dedicated to serving the property and casualty and employee benefits needs of middle-market companies across the United States. Marsh LLC is the world's leading global insurance broker and risk management advisor and operates as a publicly traded company. Through our affiliation with Marsh McLennan Companies (MMC), MMA has access to extensive resources and innovative solutions from our sister companies. While MMA operates independently from Marsh and Mercer, we collaborate strategically when there is a compelling opportunity to leverage the combined expertise and intellectual capital of these organizations.

MMA's Michigan Health & Benefits operations trace their roots back to 1997 with the founding of McGraw Wentworth by partners Tom McGraw and Bill Wentworth. McGraw Wentworth joined MMA in December 2012, further strengthening our national presence and capabilities.

Today, MMA Michigan stands as one of the largest organizations in the state exclusively focused on group welfare plan consulting and brokerage services. We specialize in serving the group benefit brokerage and consulting needs of mid-sized public and private sector organizations. Our comprehensive service offerings cover the full spectrum of group benefit requirements. Our strong client retention and numerous client references attest to our expertise, innovation, and unwavering commitment to the industry and those we serve.

Clients continue to receive the personalized attention, service, and tailored solutions they expect from MMA, now enhanced by the world-class capabilities and resources of Marsh. This combination enables us to provide expanded services and innovative solutions designed to help you achieve your business objectives. MMA's Michigan office is the largest health and welfare brokerage and consulting firm in the state and, as part of MMA, one of the largest in the United States.

MMA Michigan employs 161 Health & Benefits professionals who partner with 336 diverse employers, including privately and publicly held companies, retailers, municipalities, school districts, non-profits, manufacturers, service providers, financial institutions, and wholesale firms. This broad client base not only ensures our firm's stability and growth but also allows us to share best practices across industries.

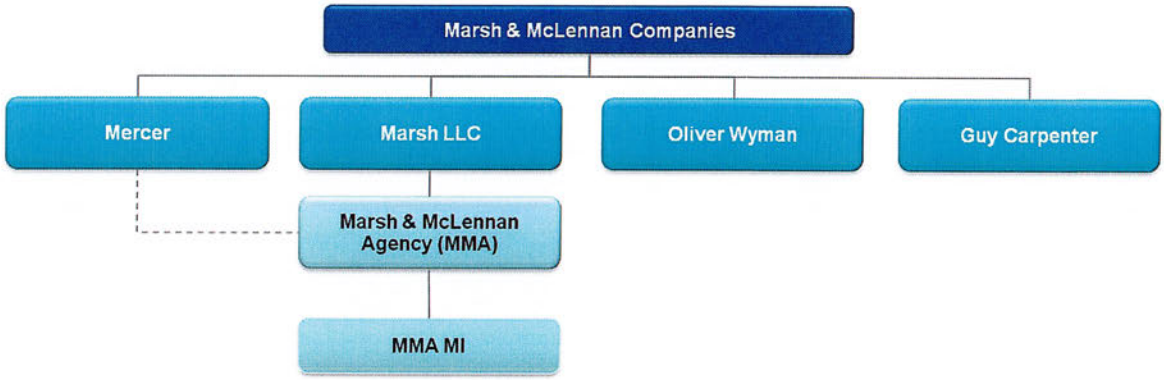
By professional discipline, the total number of full-time employees in the MMA Michigan Health & Benefits practice is as follows:

Position	# of Employees
Management Associate/Executive Leadership	9
Sales & Marketing Representatives	13
Client Service Team Leaders	21
Account Management (exclusively)	53
Underwriting/Financial Analysis	52
Wellness/Health Management/Culture	4
Research Compliance	1
Administration and other support	8
Total in Group Health and Welfare	161

Our Michigan team operates from offices in Troy and Grand Rapids, where 100% of our revenue is generated from health and welfare benefit consulting services.

Our corporate parent, Marsh McLennan Companies (MMC), is the world's largest insurance broker, employing over 90,000 colleagues globally across four innovative companies. In addition to Marsh, MMC includes Guy Carpenter, a leader in risk and reinsurance; Mercer, a premier provider of HR and financial advisory services; and Oliver Wyman, a top-tier management consultancy. MMC is publicly traded on the New York, Chicago, and London stock exchanges under the ticker symbol MMC.

MMC Organization



Independently, MMA ranks as the eighth largest insurance broker in the United States, with annualized revenues exceeding $5 billion, more than 100 locations, and over 15,000 colleagues. This scale provides MMA with significant market leverage, ensuring both our firm and our clients receive strong attention from vendors and insurers.

MMA's approach to capabilities and service is grounded in our founding principle: "World Class, Local Touch." We deliver leadership, world-class solutions, deep local knowledge, and high-touch, personalized service to every client.

B. Organization Capabilities (Depth and Breadth)

As we demonstrated during our engagements from July 2011 through March 2018 and again beginning in April 2021, Marsh McLennan Agency (MMA) will continue to support DuPage County across a wide range of employee benefits areas. Our approach is anchored in our proprietary Benefit Stewardship Process™, which delivers consistent, comprehensive, and proactive guidance to help the County effectively manage its employee benefits program.

Our partnership will be structured and executed according to an annual Service Plan—please refer to the proposed 2026 Service Plan outlined in Appendix I (Page 17). All services will be delivered following a timeline mutually agreed upon by DuPage County and MMA to ensure alignment and responsiveness.

Through the Benefit Stewardship Process™, we focus on delivering targeted services across the key areas of your health plan, including but not limited to:

- Objective Setting & Strategic Planning
- Plan Design Modeling
- Vendor Evaluation
- Financial Reporting & Analysis
- Plan Promotion & Communication
- Plan Administration & Vendor Management
- Regulatory Compliance
- Total Health & Wellbeing
- Market Awareness
- Plan Stewardship

The following provides more detail with respect to consulting support offered by MMA Michigan to DuPage County under each service area:

Objective Setting & Strategic Planning

- Conduct annual strategic planning sessions to establish clear objectives for the upcoming year.
- Develop and maintain an annual Service Plan, updating it as necessary.
- Define both short- and long-term objectives for the health plan that will guide deliverables to DuPage County.
- Establish timelines, assign responsible parties, and specify reporting requirements for each task.

Plan Design Modeling

- Design cost-effective benefit plans aligned with the County's total compensation goals.
- Ensure all benefit plans comply with applicable state and federal regulations.
- Prepare customized benchmark reports to compare your costs against relevant industry norms.
- Deliver written reports summarizing findings and recommendations for plan enhancements.

Vendor Evaluation

- Provide financial analysis and modeling related to plan structure, including vendor selection, funding mechanisms, contribution strategies, and consumer-driven models.
- Lead renewal negotiations with carriers to secure favorable terms.
- Conduct market bidding processes as needed, typically four to six months prior to renewal.
- Evaluate carrier and provider performance, focusing on managed care effectiveness, network coverage and discounts, and employee satisfaction.

Financial Reporting & Analysis

- Provide annual budget forecasts and analyze year-to-date results.
- Deliver a Historical Cost Report detailing actual claims utilization, overhead expenses, and summary costs over the past five years.
- Assess the aggregate financial impact of employee benefit cost trends.
- Present comprehensive, decision-ready reviews of annual benefit costs.
- Supply annual COBRA rates for medical, dental, and vision plans.
- Summarize outcomes of annual renewal negotiations.

Plan Promotion & Communication

- Enhance DuPage County's reputation among current and prospective employees by fostering greater understanding and appreciation of benefits.
- Integrate regulatory notice requirements into employee communications.
- Develop clear, effective written materials to support employee meetings and address ongoing issues.
- Incorporate communication strategies and timelines into planning to prevent last-minute challenges.
- Equip employees with tools to independently manage their benefits, reducing unnecessary inquiries to Human Resources.

Plan Administration & Vendor Management

- Monitor internal and external administrative processes and recommend improvements to reduce administrative burdens on DuPage County.
- Conduct annual vendor stewardship meetings with medical, dental, and vision carriers.
- Provide proactive account management to resolve administrative, underwriting, communication, data transfer, compliance, or claims issues.
- Ensure timely distribution of benefit booklets and Summary Plan Descriptions (SPDs) to employees.
- Establish and maintain an annual Service Plan with clear responsibilities and reporting protocols.

Regulatory Compliance

- Review compliance activities and identify areas for improvement or risk mitigation.
- Provide DuPage County staff with timely access to relevant legislative information and explain how changes impact the benefits program.
- Evaluate carrier and administrator practices for potential hidden liabilities, including COBRA and HIPAA compliance.

Total Health & Wellbeing

- Collaborate to define the County's overarching purpose for total health and wellbeing initiatives, aligning with organizational mission and priorities.
- Inventory existing health support programs and resources, identifying gaps and opportunities to enhance employee health and engagement.
- Develop financial models and budgets for wellness strategies, including incentives or disincentives integrated into medical plan benefits or contributions.
- Facilitate vendor selection and implementation for comprehensive wellbeing programs addressing physical, financial, mental/emotional, engagement, and occupational health.
- Support wellness program communications through recommended newsletter and website content, and coordinate distribution of individual mailings.

Market Awareness

- Distribute the MMA Benefit Advisor publication 8–12 times annually, providing in-depth coverage of legislative updates and key benefits industry topics.
- Provide the MMA Viewsletter quarterly, offering insights on emerging trends and multiple relevant topics to keep your team informed and innovative.
- Keep DuPage County staff current on industry developments to support informed, forward-thinking benefits planning.

Plan Stewardship

- Proactively introduce new ideas and continuously evaluate your benefits program for opportunities to improve.
- Conduct regular client satisfaction surveys to assess performance and identify additional ways to support your goals.

MMA Delivery Lead (Proposed)

For detailed information about the MMA proposed lead consultant, Christopher Bouschet, please refer to Page 10: Client Benefit Service Team.

C. Market Differentiators

Following are the key attributes that differentiate us from our competition:

Comprehensive Service Model

As previously highlighted, the MMA Michigan Benefit Stewardship Process™ functions as a seamless extension of your HR team.

We not only perform essential tasks and deliver accurate information as expected, but we also actively engage as part of your team—bringing strategic insight, collaborative energy, and high-level thinking. We facilitate decision-making and help shape priorities for what comes next, ensuring your benefits program evolves proactively and effectively.



We deliver a comprehensive service model and effectively function as an extension of our clients' HR teams by maintaining an average of fewer than three clients per employee. This staffing ratio is at least double the employee-to-client ratio of any other firm we are aware of. Such a high level of dedicated staffing ensures exceptional responsiveness and personalized attention, while also freeing up your valuable time. With MMA Michigan managing your benefits, DuPage County can confidently focus on its other critical priorities.

Market Clout

Our award-winning organization is the largest Health & Benefits practice in Michigan and one of the largest nationally, both as MMA Michigan and as part of the broader MMA enterprise. This scale provides us with significant market leverage and access to top-tier talent.

With 161 dedicated Health & Benefits professionals, we bring tremendous market influence. We approach each client's situation individually, tailoring solutions to their unique needs and expectations. Our reporting is meaningful and actionable, and we hold vendors accountable—ensuring commitments are met, critical steps are completed, and any issues are promptly resolved.

As a proud member of Marsh McLennan Companies, we also leverage substantial domestic and international influence, further enhancing our ability to serve you.

You can count on your team to be here

MMA Michigan boasts one of the highest employee retention rates in the industry. Operating independently within MMA, we maintain a strong culture supported by a stable executive leadership team that has been in place since the firm's inception.

Our rigorous hiring and training processes ensure each Client Service Team is staffed with professionals possessing the depth, expertise, and breadth of knowledge necessary to solve complex challenges and help clients achieve their goals.

We have 21 Client Service Teams, each averaging 4 to 5 benefit professionals, serving approximately 16 organizations per team. Our team's experience levels reflect this expertise:

- Client Service Team Leader – 25 years
- Account Manager – 19 years
- Plan Analyst/Underwriter – 12 years

Our Strategic Hiring Process prioritizes finding the right individuals over simply filling positions. We seek candidates with unique abilities, strong problem-solving aptitude, and a service mindset aligned with client success. This approach has resulted in an extraordinary controlled employee retention rate of 96% in 2024, with a five-year average of 94%.

MMA Michigan is known as the "employer of choice" in the benefits industry. Employees want to come to work with us – and stay – because of the "best and brightest" environment that we have cultivated. We are proud to have been recognized for our efforts to provide an exceptional work environment:

- Detroit Free Press Top WorkPlaces, 2008-2025
- Crain's Cool Places to Work in Michigan, 2012, 2014, 2016-2025
- Best & Brightest Companies to Work For in Metro Detroit, 2002-2025
- Best & Brightest Companies to Work For in the Nation, 2011-2025
- Stephen M. Ross School of Business, Center for Positive Organizations, Positive Business Project Honoree, 2017
- Best & Brightest Wellness in Michigan, 2015-2025
- Best & Brightest Wellness in the Nation, 2015-2019
- Michigan Fitness Foundation, Governor's Healthy Workplace Award, 2014-2018

We are a proud component of Marsh McLennan Companies

MMA has rapidly grown into one of the largest and most successful organizations of its kind in the country. We have attracted the industry's top talent and leverage the combined capabilities of Marsh McLennan Companies in a way unmatched by any other domestic consulting firm.

From benchmarking and administration to legal/compliance, property casualty insurance, international consulting resources, and more, we offer a comprehensive suite of services. If there is a Human Resources need, chances are very good that MMA can meet it successfully.

D. Relevant Experience Working with Public Sector Entities

MMA Michigan has 29 public sector clients, including a 10.5-year period of servicing DuPage County. The composition of these 29 clients is as follows:

- Local Government/Municipality – 7 clients
- Public Schools – 9 clients
- Energy/Utilities (related to public sector) – 2 clients
- Social Services (related to public sector) – 13 clients

E. Business License, Tax ID, Certifications

As requested, a copy of MMA Michigan's State of Illinois Business License, along with a copy of our 2025 W-9 (illustrating the MMA Michigan Tax ID), have been embedded within the Appendix X (Page 159).

F. Client References

Please find the requested references (3) in Appendix VII (Page 153).

Key Qualifications

A. Client Service Benefits Team

B. Areas of Expertise

C. Communication Skills



Given the complexity and scale of our clients, delivering consistent, high-quality service at standard compensation levels requires a dedicated team with deep technical expertise, supported by efficient tools and streamlined processes.

Our proprietary Three Disciple Team™ service model guarantees that you receive the responsive, proactive support you expect and deserve. The County of DuPage will always have multiple points of contact available to assist with strategic guidance, administrative support, problem resolution, and all other benefits management needs.

The DuPage County service team is composed of a multidisciplinary, highly experienced group of employee benefits professionals. Their specific roles and core responsibilities are detailed in the accompanying visual and biographies.

These team members have proudly served the County of DuPage since April 2021 and are prepared to resume their roles and responsibilities under a renewed engagement.

Christopher Bouschet – President



Chris Bouschet has over twenty years of employee benefits experience gained from working with a consultant/broker and, before that, Michigan's leading carrier. In his role, Chris draws upon his expertise and works closely with his team to provide organizations with an optimal combination of processes and products to run their employee benefit programs effectively and cost efficiently. He has continued to deepen the firm's relationship with carriers and led various initiatives, including the Michigan Mid-Market Group Benefits Study.

Named Managing Director in 2017, Executive Vice President in 2020, and Michigan President in 2025, Chris helps guide the future of the organization, leading management initiatives, mentoring client service teams, and strengthening client relationships

Prior to joining Marsh McLennan Agency [MMA], Chris operated as a New Business Sales Consultant in Blue Cross Blue Shield of Michigan's (BCBSM) Key & Large Group Sales Division, where he worked primarily with Fortune 500 organizations. Clients included Lear Corporation, Steelcase Inc., DENSO International North America, Trinity Health, Pulte Homes, the Michigan Department of Corrections, and Cooper-Standard Automotive. In the early stages of Chris's career, he worked in BCBSM's National IT

area with direct responsibility for the system benefit construction and maintenance for Ford, General Motors and Chrysler, as well as other auto-centric and hospital clients.

Chris graduated from Madonna University with a Bachelor of Science degree in Business Management and a minor in Mathematics. A golf fanatic, Chris resides in Bloomfield Hills, Michigan with his wife and two children.

Chris would again lead the MMA team assigned to DuPage County.

From April 2021 through current, Chris Has interfaced/communicated directly with both DuPage County senior staff and elected officials.

Chris currently serves 15 MMA clients.

Shelby Brown – Client Director



Shelby Brown is a Client Director in Employee Health & Benefits at Marsh McLennan Agency, based in Troy, Michigan. She brings over 25 years of industry experience to her role and has a commendable track record in devising innovative benefit strategies that emphasize cost containment, budget stability, and comprehensive employee education.

Her primary focus at MMA is to deliver exceptional client service while upholding fiduciary responsibilities. Shelby excels in objective setting, plan management, design recommendations, financial analysis, employee communication strategies, and timeline management. Her approach to benefit strategies emphasizes cost containment, budget stability, and employee education, making her a key partner for clients seeking to enhance their employee benefits programs.

Throughout her professional career, she has successfully held various positions including Account Manager and Client Service Executive where she specialized in managing large self-funded and fully insured clients. Prior to her position at MMA, Shelby was employed at another prominent consulting firm in the region.

Shelby earned her Bachelor of Science degree in Human Resource Management from Oakland University in 2001. Additionally, she is a licensed Life, Health & Accident agent. Shelby is also dedicated to community service, volunteering her time to mentor DECA students at both the high school and collegiate levels.

In her leisure time, Shelby enjoys spending summers on the lake and winters in Florida. She resides in Goodrich, Michigan with her husband, two children, an Australian Shepherd dog named Max, and her two horses, Fred and Roscoe.

Shelby currently serves 16 MMA clients.

Janet Lalonde – Senior Client Manager



Janet LaLonde has been in the employee benefits arena for over twenty-five years, joining Marsh McLennan Agency in 2019 as a Senior Client Manager. Prior to joining MMA, she worked at another consulting firm in the area. She began her career as a Plan Analyst on complex self-funded plans. In this role for more than 10 years, her success allowed for promotion to account management. Janet's strength in client relationships and broad experience with a wide variety of clients lead to another promotion into an Account Executive role where she was responsible for the account management responsibilities as well as being instrumental in client strategic benefit initiatives.

At MMA, Janet is responsible for managing implementation and coverage transfers, development of employee communication materials, excellent customer service, regulatory compliance, maintenance of benefit plan documents and providing clients with comprehensive day-to-day account management.

Janet is a licensed Life, Health, and Accident Agent. She is also a graduate of The University of Michigan with a double Bachelor of Arts Degree in Psychology and Sociology. Janet volunteers her time on the District School Improvement Team for Livonia Public Schools.

Janet enjoys spending time camping with family and friends. She resides in Livonia, Michigan with her husband and two children.

Janet currently serves 9 MMA clients.

Maryann Giordano – Executive Plan Analyst



Maryann has over 20 years of experience in the insurance industry. Maryann joined Marsh McLennan Agency in 2003 as a Benefits Analyst and was promoted to Senior Benefits Analyst a year later. Recently, Maryann was promoted to Executive Plan Analyst. Maryann's responsibilities include financial cost analysis, benefits analysis, market reviews, and future cost projections for large complex clients. She prepares financial exhibits for self-funded and experience-rated medical, dental, STD, LTD, and Life/AD&D plans. The information and analysis she provides guide clients in making strategic and informed benefit plan decisions. She has advanced knowledge of group health and welfare benefits and trends. In addition, Maryann acts as a mentor for new Plan Analysts and conducts group and one-on-one training sessions for others in the department.

Maryann shares responsibility for coordinating survey design, data collection, and validation for MMA-MI's annual Michigan Mid-Market Group Benefits Survey. Her understanding of the market and attention to detail is important to this strategic benchmarking tool that grows each year in scope and value.

Maryann received her Bachelor of Arts degree in Mathematics with a minor in Computer Science from King's College in Pennsylvania and received her Master of Business Administration degree from St. Joseph's University in Philadelphia, PA. Nominated by her peers, Maryann has earned MMA Michigan's "Excellence is Our Habit" award multiple times.

Maryann lives in Harrison Township with her husband. She loves being outdoors on the lake, running, reading, and spending time playing with her chocolate lab.

Maryann currently serves 8 MMA clients.

Project Understanding:
Health & Wellness Benefits Consulting Services

A. Ongoing Management of Services

MMA Michigan has thoroughly reviewed, lived and fully understands the requirements outlined in this bid to secure/maintain DuPage County's Health & Wellness Benefits Consulting relationship.

The Health & Wellness Consulting Scope of Services detailed in the DuPage County RFP are fully encompassed within MMA Michigan's standard service model. To further demonstrate our understanding and commitment, we have also included a draft of our proposed Service Plan for the 2026 calendar year (see Appendix I, Page 17).

B. Performance Metric Guarantee

Despite our favorable history in serving DuPage County, MMA recognizes the importance of accountability and measurable results in delivering exceptional service. To that end, we are receptive and open to engaging in a performance guarantee arrangement with DuPage County to demonstrate our commitment to achieving the agreed-upon service standards. Under such an arrangement:

- DuPage County and MMA will collaborate to identify 3 to 5 key objectives and measurable performance categories most important to the County (e.g., responsiveness, proactivity, day-to-day service, etc.).
- DuPage County will assign a percentage weight to each category, with the total equaling 100% (for example, responsiveness at 30%, proactivity at 35%, etc.).
- At the conclusion of each 12-month performance period, DuPage County will evaluate MMA's performance in each category using a 1-to-5 rating scale, where 5 represents the highest level of performance.
- A weighted score will be calculated by multiplying each category's rating by its assigned weight (e.g., a rating of 3 in responsiveness weighted at 30% results in a score of 0.90). These weighted scores will then be summed to produce an overall performance score.
- Based on the final weighted score and the agreed-upon evaluation scale (as detailed in the table below), MMA will return a corresponding percentage of compensation to DuPage County within 30 days of receiving the completed evaluation.

Weighted Grade	Percent of Compensation
3.01 to 5.0	None
2.76 to 3.0	5%
2.51 to 2.75	10%
2.0 to 2.5	15%
Below 2.0	20%

We believe that a performance guarantee aligns our incentives with the County's goals, fostering a partnership built on transparency, trust, and continuous improvement.

C. Sample Incident Report

In the event of any issue or concern, MMA does not require a formal incident report to initiate resolution. Instead, an email from DuPage County outlining the specific concern will be sufficient to promptly trigger the appropriate response.

Upon receipt of such communication, our team will immediately review the details provided and take swift, appropriate action to address and resolve the matter. This streamlined approach ensures efficient communication and timely resolution, minimizing administrative burden while maintaining high service standards.

D. Problem Escalation Process

To ensure efficient and effective resolution of any issues that may arise, DuPage County can simply contact the designated Client Service Team Leader, Chris Bouschet. As the primary point of escalation, Chris will take immediate ownership of the concern and coordinate all necessary resources to manage and resolve the issue promptly.

This direct escalation pathway guarantees that your concerns receive focused attention from a senior, experienced professional who understands the County's unique needs and priorities. Chris will provide timely updates throughout the resolution process and ensure that any required follow-up actions are completed to your satisfaction.

By centralizing issue management through the Client Service Team Leader, we streamline communication, accelerate problem resolution, and uphold the high standards of service you expect from MMA.

Docusign Envelope ID: 3AF7542D-7F54-4445-8B15-9E109FE9C650

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:	25-012-HR
COMPANY NAME:	Marsh McLennan Agency
CONTACT PERSON:	Christopher Bouschet
CONTACT EMAIL:	christopher.bouschet@marshmma.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:

Ethics | DuPage Co, IL

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

ARTICLE VI. - PROCUREMENT | Code of Ordinances | DuPage County, IL | Municode Library

Section IV: Certification

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

Printed Name: Christopher M. Bouschet Signature: *Signature on File*

Title: President Date: 2/3/2026 | 17:44 EST

MarshMcLennan Agency

County of DuPage

Health & Wellness, Benefits Consulting Services

Request For Proposal (25-012-HR)

Pricing Proposal

December 2025

Your future is limitless.™

MarshMMA.com

MarshMcLennan Agency

A business of Marsh McLennan

December 12, 2025

Ms. Donna Weidman
County of DuPage Finance-Procurement
421 N. County Farm Road
Wheaton, IL 60187

Subject: County of DuPage - Health & Wellness Benefits Consulting Services
Request for Proposal (25-012-HR)
Marsh McLennan Agency – Pricing Proposal

Marsh McLennan Agency's proposed, Health & Wellness Benefits Consulting Service fee, for a full-scope engagement, is $200,000 annually, effective April 1, 2026, through March 31, 2029.

The total annual Health and Wellness benefits consulting fee ($200,000) will be offset, if applicable, by any broker commissions currently embedded within DuPage County's employee benefit programs.

Note: If a special project requires an additional cost, such cost would be disclosed and represented via a separate/distinct agreement.

On behalf of Marsh McLennan Agency, thank you for your consideration.

Signature on File

Christopher M. Bouschet
President
Marsh McLennan Agency
Email: christopher.bouschet@marshmma.com
Phone: 248.822.6292

PROPOSAL PRICING FORM

Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	25-012-HR
COMPANY NAME:	Marsh McLennan Agency
CONTACT PERSON:	Christopher Bouschet
CONTACT EMAIL:	christopher.bouschet@marshmma.com

Section II: Pricing

Pricing shall be maintained for the initial three (3) year period.

NO.	ITEM	UOM	QTY	PRICE
1	Annual Health & Wellness Benefits Consulting Services	LS	1	$ 200,000
GRAND TOTAL (In words)	Two-hundred thousand 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 Proposal Pricing Form.

Signature on File

Printed Name: Christopher M. Bouschet Signature:

Title: President Date: 12/6/2025 | 23:16 EST

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

File #: FI-P-0004-26 **Agenda Date:** 2/24/2026 **Agenda #:** 8.B.

AWARDING RESOLUTION ISSUED TO
DIPLEX TECHNOLOGIES, INC. D/B/A GLOBAL POINT
TO PROVIDE MANAGED I.T. MONITORING AND SUPPORT
FOR THE REGIONAL OFFICE OF EDUCATION
(CONTRACT TOTAL AMOUNT $55,000.00)

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

WHEREAS, the Finance Committee recommends County Board approval for the issuance of a contract to Diplex Technologies, Inc. d/b/a Global Point, to provide managed I.T. monitoring and support, for the period of February 25, 2026 through February 24, 2027, for the Regional Office of Education.

NOW, THEREFORE BE IT RESOLVED, that said contract to provide managed I.T. monitoring and support, for the period of February 25, 2026 through February 24, 2027, for the Regional Office of Education, per RFP #26-010-ROE, be, and it is hereby approved for the issuance of a contract purchase order by the Procurement Division to Diplex Technologies, Inc. d/b/a Global Point, 1100 Jorie Blvd., Oak Brook, IL 60523, for a contract total amount of $55,000.00.

Enacted and approved this 24th day of February, 2026 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#: FI-P-0004-26	RFP, BID, QUOTE OR RENEWAL #: RFP #26-010-ROE	INITIAL TERM WITH RENEWALS: OTHER	INITIAL TERM TOTAL COST: $55,000.00
COMMITTEE: FINANCE	TARGET COMMITTEE DATE: 2/24/2026	PROMPT FOR RENEWAL:	CONTRACT TOTAL COST WITH ALL RENEWALS: $220,000.00
	CURRENT TERM TOTAL COST: $55,000.00	MAX LENGTH WITH ALL RENEWALS: FOUR YEARS	CURRENT TERM PERIOD: INITIAL TERM
Vendor Information		*Department Information*	
VENDOR: DIPLEX TECHNOLOGIES INC d/b/a Global Point	VENDOR #:	DEPT: Regional Office of Education	DEPT CONTACT NAME: Janet Gierman
VENDOR CONTACT: Andrea Long	VENDOR CONTACT PHONE: 847-464-3900	DEPT CONTACT PHONE #: 630-407-5777	DEPT CONTACT EMAIL: jgierman@dupageroe.org
VENDOR CONTACT EMAIL: andrea.long@globalpointllc.com	VENDOR WEBSITE: globalpointllc.com	DEPT REQ #:	

Overview

DESCRIPTION Identify scope of work, item(s) being purchased, total cost and type of procurement (i.e., lowest bid, RFP, renewal, sole source, etc.).
Managed IT monitoring and support.

JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished
Global Point will monitor servers and work stations and help desk support.

SECTION 2: DECISION MEMO REQUIREMENTS

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

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

SECTION 3: DECISION MEMO

SOURCE SELECTION	Describe method used to select source. County Procurement Department process.
RECOMMENDATION AND TWO ALTERNATIVES	Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request, including status quo, (i.e., take no action). The ROE prefers Global Point due to their qualifications and location within DuPage County. They also have the lowest reasonable bid. One option would be to remain with the current MSP, but changing the contract from multi-year to annual and another option would be to forego an MSP, which is not safe or secure.

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: DIPLEX TECHNOLOGIES INC d/b/a Global Point	Vendor#:	Dept: Regional Office of Education	Division:
Attn: Andrea Long	Email: andrea.long@globalpointllc.com	Attn: Janet Gierman	Email: jgierman@dupageroe.org
Address: 1100 Jorie Blvd	City: Oak Brook	Address: 421 N County Farm Rd	City: Wheaton
State: IL	Zip: 60523	State: IL	Zip: 60187
Phone: 847-464-3900	Fax:	Phone: 630-407-5777	Fax:
Send Payments To:		*Ship to:*	
Vendor: DIPLEX TECHNOLOGIES INC d/b/a Global Point	Vendor#:	Dept:	Division:
Attn: Andrea Long	Email: andrea.long@globalpointllc.com	Attn:	Email:
Address: 1100 Jorie Blvd	City: Oak Brook	Address:	City:
State: IL	Zip: 60187	State:	Zip:
Phone:	Fax:	Phone:	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Feb 25, 2026	Contract End Date (PO25): Feb 24, 2027

Purchase Requisition Line Details											
LN	Qty	UOM	Item Detail (Product #)	Description	FY	Company	AU	Acct Code	Sub-Accts/ Activity Code	Unit Price	Extension
1	1	EA		MSP	FY25	1000	5700	53090		31,450.00	31,450.00
2	1	EA		MSP	FY26	1000	5700	53090		23,550.00	23,550.00
FY is required, ensure the correct FY is selected.										Requisition Total	$ 55,000.00

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

Global Point Managed Services Contract

Proposal Prepared for:

DuPage County ROE

January 22, 2026

Presented by:

Andrea Long, Sales

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Company Overview

DIPLEX TECHNOLOGIES INC DBA GLOBAL POINT is a provider of Information Technology solutions in Michigan and Illinois. Our relationships with partners such as Microsoft, Cisco, VMware, HP, Dell, Symantec and ESET have allowed us the ability to design, scale and implement effective infrastructure solutions for our diverse client base. Our Solution Stack includes Infrastructure and Networking Solutions, Application and Web Development, Wireless, Local and Wide-Area Networking, as well as Managed Services. As a Microsoft Partner, our Core Competencies include Information Worker Solutions, Networking Infrastructure Solutions, Advanced Infrastructure Solutions, Microsoft Business Solutions, and we are a Microsoft Small Business Specialist.

We specialize in educating you in the Information Technology options available to ease your business' IT concerns in the 21st century. Our professional scope ranges from engineering and implementing Local and Wide Area Networking Solutions to architecting and designing custom Software Applications to address your specific business needs. Global Point' Network and Software Applications Engineers' combined experience allows us the ability to successfully provide custom, affordable solutions to our valued Clients.

Our technical expertise enables us to provide Network Design and Support, as well as Application Development for Office Automation, and Internet/Intranet development and support; utilizing technologies such as Digital Subscriber Line, Frame Relay, Point-To-Point Tunneling Protocol and Virtual Private Networking. These technologies provide the ability to securely encrypt data transmission, paving the way for Electronic Commerce and E-Business.

By coordinating and managing all your technical solutions and Vendors, and Proactively Managing your Network, we allow you the ability to completely focus on running your business.

We sincerely appreciate the opportunity to present this proposal.

Summary

Global Point provides Managed and Consulting Services to businesses on a monthly or hourly fee basis. The monthly fee is an all-inclusive employee IT support system geared towards individual employees and the technology they use/touch (Desktops, Workstations, Tablets, Phones, etc). DuPage County ROE is requesting the monitoring, consulting and support desk function portion of our Managed Services. They have requested service through their RFP dated January 6th. Follow-up questions were answered and received on January 15th.

Project Scope

DuPage County ROE has requested a proposal to deliver comprehensive Information Technology management and support services for the DuPage Regional Office of Education. The following is a high level overview of what is included:

- Remote Monitoring and Management of confirmed devices
  - 70-75 workstations
  - 7 physical servers, 12 virtual servers, 4 network switches and 2 firewalls
- Hourly rate to work with Director of Technology to provide confirmed services as detailed in the RFP
- Hourly rate for Level 1, 2 and 3 remote support desk services

Investment

- Onboarding and Setup Fee $3600
- Monitoring Licenses for devices $350 per month
- Price – Infrastructure Technical Services detailed as follows:

1. Normal business hours (8:00 AM – 5:00 PM, Monday – Friday)
   a. Billable rate per hour

Work Role	Business Hours Rate	After Hours Rate
Network Support	$150	$225
Project Managers	$165	$248

   b. Trip Charge within 25mile (in billable hours) – $0
   c. Minimum billable time (in billable hours)
      i. On-site support: (2) Hour
         - Billed in ¼ hour increments after initial (2) hours
      ii. Remote support: (1/4) Hour

2. Unless otherwise agreed, support requested by client or type of work necessitates, after hours, weekend and holidays time is billed with a 1.5 multiplier. After hours defined as work performed on Weekdays between 5:00 pm and 7:00 am or at any time during Weekends and holidays.

What is Included (Details: Appendix 1)

The following are included with Global Point's Managed Services for Workstations and Support Desk:

- Hourly support fee access to remote technical support calls during business hours by dialing into our main number, emailing our support or submitting a new ticket from our website portal.
    - The support call must be related to any of the following:
        - A business application used by the company
            - This includes phones/tablets, web sites, and VPN that are business related
            - Application support through vendor required
        - Windows Operating System on a company owned computer that are either part of the Active Directory Domain or Azure Active Directory tenant
            - Limited work from home support
                - Must have an active working Internet connection
                - Best effort on troubleshooting home networking equipment
- After-hours emergency support services are available for network outages and server down situation.
- All remote support calls are considered to be remote unless the support engineer deems it necessary to be an onsite visit at the company location.
- Assist in the ordering of servers, laptops, printers (network and personal), monitors, docking stations, wireless keyboards, and wireless mice as required. The equipment would be quoted, approved, and ordered.
- Assist in onboarding of any new staff as needed.
- All Google G-Suite and Office 365 User/Group Management
- Microsoft Windows/Apple workstation patch management on business owned equipment.
- Full Ticket management system with reporting and customer access
- Optional Information and Security Compliance Test is not included but available at a discounted rate.
    - Report to include any/all external vulnerabilities with a remediation plan
    - Test is against all known public IP addresses
    - An additional internal security test is available for an extra fee per IP address.
- Bi-Annually Executive Review or as requested

Office 365/Google G-Suite Subscription

Subscription fees are not included.

Major Projects

Large IT Projects would be quoted and agreed upon separately. All such projects will be discussed and evaluated. Global Point will issue a competitive quote for such implementations. Example of major projects would be new server rollout, cloud migrations or large-scale system builds. Single desktop setup does not fall under major projects.

Termination of Managed Services

If, for any reason, either party would like to leave Global Point Managed Services, an e-mail request from an authorized Executive within the company must be sent to an authorized Global Point representative and must be acknowledged via e-mail that the request was received within 60 days of renewal period.

After Hours Support

Global Point has an after-hours support option where you can contact a senior staff member 24/7. Anything after is the normal billing rate on a time and material basis.

Billing

All Global Point billing occurs on the first day of every month. All invoices are due within 30 days paid electronically or via check or ACH. Any disputes must occur within 30 days of receipt of invoice. All billing includes statement of work and details performed during that month. All subscriptions require pre-payment. Cancellation of services must be provided in writing 60 days prior to cancellation.

Client Acceptance

Please sign this document and return by email to Global Point, attention:
Andrea Long, Sales, andrea.long@globalpointllc.com.

This is not an agreement. By signing this proposal, both parties agree to the Terms and Conditions of this proposal. Upon receipt of your signed document, Global Point will then sign and return a copy to you and commence services as agreed. A service agreement will be sent along with the proposal.

Global Point considers your signature confirmation to move forward with the implementation, as outlined in this document.

Agreed and accepted: **Customer Representative**	Agreed and accepted: **Global Point Representative**
_____ Signature	_____ Signature
_____ Print Name	_____ Print Name
_____ Title	_____ Title
_____ Date	_____ Date

Prepared by: Andrea Long, Sales © Global Point

Appendix 1

IT Support Services	Frequency
Remote Management Services and Tools	
System Alert and Monitoring Platform	24/7 email alerts reviewed by GP during Business hrs/days of 8 to 5pm. Client may get copies of alerts 24/7 or SMS (not included in this proposal)
Remote Control Platform	Included
Microsoft O/S Patch Management Platform	Included
Apple O/S Patch Installs	manual updates only
Automated Scripting Platform	included
Service Ticketing Platform	included
Reporting Platform	included
Anti-Virus and Anti-Malware Cloud Based Centralized Management	Included (only if elected cloud AV)
Network Device O/S Updates	included 1 time a year (firewall and switches) as needed, emergency updates upon testing
Network and Server Support	
Network Management Services	
Firewall Management	Hourly Fee
Network Switch Management	Hourly Fee
VPN Management	Hourly Fee
Network Connection Documentation	Hourly Fee
Wireless Solution Management	Hourly Fee
Availability Monitoring and Alerting – 24x7 Passive Monitoring	Included: Active monitoring 8 to 5pm
Windows Server Management	
Alert Monitoring	24/7. Alerts are checked by GP 8 to 5pm Business hrs./days. Client may get copies of alerts 24/7
Event Alert Monitoring	24/7. Alerts are checked by GP 8 to 5pm Business hrs./days. Client may get copies of alerts 24/7
Emergency O/S Updates and Patches	included
Manage Drives/Partitions Free Space	Hourly fee
Active Directory Management	Hourly Fee
File Sharing Management	Hourly Fee
DHCP and DNS Management	Hourly Fee
Group Policy Management	Hourly Fee
Printer Management	Hourly Fee
Anti-Virus Agent & Definition Updates	Cloud based AV included
Routine O/S Updates and Patches - Windows	included weekly with 1 to 2-week delay for testing
Server Hardware Bios/Firmware Updates	critical updates monthly otherwise as needed once a year
Availability Monitoring and Alerting – 24x7 Passive Monitoring	Not included
E-mail Services Management	
User Mailbox Management	Hourly Fee
Distribution Group Management	Hourly Fee
Shared Mailbox Management	Hourly Fee

Hosted Email Management including Office 365, Google Apps, etc.	Hourly Fee
Industry-Compliant Email and Text Message Archiving	Hourly Fee
E-mail Filtering Management	Hourly Fee
Back-Up Management	
Backup Management and Monitoring	Not included
File Restores	Not included
Server System Restores	as needed at extra charge
Network and Server– Response Center Support	
Unlimited Telephone & Remote Support – 24/7	available with extra charge, after hour fees apply
On-Site After-hours Support – 5:00pm to 8:00am, M-F And Weekends	not included/ optional on demand, hourly cost
Anti-Virus and Anti-Malware Cloud Based Centralized Management	Included
Workstation/End User Support	
End-User Workstation Management	
Approved O/S Updates and Patches - Windows	Weekly based on schedule and requirements
Approved O/S Updates and Patches - Mac	manual updates only
Emergency O/S Updates and Patches	included
Manage Drives/Partitions Free Space	Hourly Fee
VPN Client Management	Hourly Fee
Anti-Virus and Anti-Malware Definition Updates	included
System Optimization	included (pre-existing setup)
Hardware Bios/Firmware Updates	as needed/included
New and Replacement Workstation Builds	Hourly fee or new build outs per project
Workstation Management – Windows Specific	
Microsoft Office Updates and Patches	included
Non-Microsoft Office Updates and Patches	3rd party software patches are limited to software under contract
Smart Phones/Tablets Management	
Setup Business Email Sync	Hourly fee
End-user Support	
Unlimited Telephone & Remote Support – 24/7	available at extra charge after hour fees
On-Site Support – 8x5, M-F	onsite support visit is determined by the tech/as needed and included 8am to 5pm.
Advisory & Project Services	
Scheduled Technology Business Reviews with CIO	available at extra charge
IT Strategy Consulting & Budget Planning	available at extra charge
Project Research for New Infrastructure Technologies	available at extra charge per project estimate given ahead of time
Infrastructure Project Planning & Implementation (server/computer/firewall/switch upgrades &	available at extra charge per project estimate given ahead of time

implementation, email migrations, cloud migrations, etc.)	
Periodic Check-In Meetings with Main Point of Contact	available at extra charge
Network and System Documentation	Not included
Hardware Management Services	
Hardware/Computer Cataloging	included
Hardware Lifecycle Management	included per client's policy
Vendor Liaison and Management Services	
3rd Party Subscription/Warranty Management (Firewall, Network Switch, Email, Encryption, etc.)	Not included, new setup per project
ISP's, Web/Hosting Providers, Office Phone Providers, Print/Copy Providers, Security System Providers, Video Conference Providers	Hourly fee
Line of Business Application Providers	Limited/ may require extra fees paid to other parties
Provided Security Software	
Employee Security Awareness Training Portal	not included/ optional via business partner
Anti-virus and Anti-malware Software Licenses	Cloud based AV included in monthly cost
Email Spam Filtering Software Licenses	Not included
Website Content Filtering Software Licenses	not included

Appendix 2

Additional Details

Our Approach to Security

Global Point takes IT security protocols seriously. Our engineers are HIPPA, SEC and PCI trained and compliant. We work with our existing customers to make sure all of their systems and staff are properly adhering to all security protocols put in place. During our initial engagement we audit customer systems to learn about their internal security and we train our engineers to follow the protocols as well. All detected security issues are communicated to account managers and customer's representatives.

Current GP Data Security Procedures

- All customer data is encrypted in our CRM.
- Multi factor Authentication is used by all employees and contractors.
- Azure AD Cloud based security is used to protect all internal accounts.
- Account manager is overseeing all communication.
- All inbound and outbound email is encrypted and indefinitely retained.
- All email communication is auto-scrubbing sensitive private/personal data.

- Customer data is available to only relevant staff.
- All employees are trained annually regarding security.

Security Reporting

Global Point follows HIPPA, SEC and PCI industry best practices. Our computer incident reporting procedure provides a series of channels through which incidents can be reported, investigated, tracked, and administratively reviewed to ensure customer's information, assets and/or infrastructure are protected. Global Point's and customer's designated security contact are the primary responder to any security related incidents. Other departments assist as the need arises.

Critical Issues

- Any suspected hacking or intrusion attempts
- Suspicion of a password compromise
- Violation of any technology policy
- Phishing email scam violations

Network monitoring and alerting

Global Point Utilizes Kaseya Datto RMM for network monitoring and alerting. All infrastructure down or degraded events are communicated with our engineers 24/7. During regular business hours our support desk constantly monitors alerts for any issues. All emergency after-hours notifications are delivered via the messaging system to our engineers responsible for addressing them within the SLA.

Data Metrics

Effective management of varying performance indices in information security can mean the difference between a practical and efficient approach to any issues that may arise.

Global Point uses standard Key Performance Indicators to monitor and assess security and performance concerns.

- Unidentified devices on the network
- Number of systems with known vulnerabilities
- Communication ports open on the network
- Intrusion attempts
- Security awareness training
- Access management
- Phishing and virus monitoring
- Mean time to detect a security threat
- Mean time to respond to threats once detected

Appendix 3

SLA methodology and details, including ticketing software used

Technology support services are provided through Global Point's Help Desk. Our support is committed to delivering quality customer service and technical solutions in support of customer wide technology. To ensure the best possible support, the Help Desk operates based on a Service Level Agreement (SLA) outlining specific services, priorities, and responsibilities related to the support of technology.

CUSTOMER SERVICE STATEMENT

The Help Desk is committed to delivering quality customer service by:

- Striving to ensure customer satisfaction
- Responding to requests for support within published time frames
- Interacting with faculty and staff in a respectful and courteous manner
- Requesting feedback for opportunities for improvement
- Continuously working to improve the quality of service
- Regularly reviewing and monitoring established performance indicators

HELP DESK SERVICES

The Help Desk provides support to all faculty, staff, and administrative personnel who require assistance in the following areas, but not limited to:

• Data Network/Infrastructure	• Hardware/Software Installation
• Desktop Hardware/Software	• Hardware/Software Inventory
• E-Mail Accounts and Access	• Information Systems Reporting
• Network Storage	• Technology Consultation
• Remote Access (VPN)	• Technology Security
• Internet Access	• Project Management and Implementation

Technology Used

To provide a proper and efficient level of support services Global Point utilizes the following on-premise or cloud utilities

ConnectWise Manage	Ticketing System, CRM, Asset Inventory
Kaseya	MSP Monitoring and Alerting System, System Update, Inventory
Screen Connect	Remote Access, Remote support
Qualys Vulnerability	Internal and External security scan

HOURS OF OPERATION

Help Desk services are available during the following hours of operation:

Hours Of Operation	
Monday-Friday	8:00 a.m. to 5:00 p.m
After-hours, Holidays and Weekends	Emergency/As Needed Per Proposal

Hours of Operation are subject to change. Any modifications to this schedule will be communicated ahead of time. For issues that arise when the Help Desk staff is unavailable or if all representatives are busy assisting others, please leave a request via voicemail at 847-464-3900 or email support@globalpointllc.com. Requests will be processed in the order in which they are received.

METHODS FOR REQUESTING ASSISTANCE/SERVICE

Help Desk services can be accessed in following ways:

E-Mail: Send a message with a detailed description of request for service to support@globalpointllc.com
Taskbar: Submit new tickets via Support Portal
Phone: Call 847-464-3900 Option 1 for Support

NOTE: All records of requests are kept in Global Point's Ticketing system for a period of 1 year after closing them.

SETTING PRIORITY LEVELS FOR REQUESTS

The Help Desk techs will make every effort to resolve issues at the time of the service call or ticket receipt on the service board. This will be the initial method for resolving issues before assigning a priority level. Help Desk staff will log and assign priorities for all requests not resolved at the time of the call, based on specific definitions. Requests will be handled according to the priority assigned to them.
The following table describes the priority levels assigned to requests for hardware/software problem resolution with associated response and completion time commitments:

Priority	Definition	Response time
Critical	Business Outage or significant customer impact that threatens productivity or causes work stoppage.	Immediate to 15min
High	A technical issue allowing work but in a significantly impaired fashion causing customer concerns.	Within 15 to 30min
Medium	A general support request issue that does not have significant current productivity impacts.	Within 1 hr
Low	A service request that does not require immediate attention and it does not impact productivity.	Within 24 business hours

Note: The Help Desk will provide an estimate of the timing for the provision of assistance and/or services via phone or email.

REMOTE DESKTOP ACCESS & MANAGEMENT

Depending on the severity of the technical issue, GP engineers will make every effort to resolve issues at the time of service by using remote tools. This will allow the helpdesk staff to access the caller's desktop remotely via Control for the purpose of expediting the resolution of the call. The caller can view the activity on the local monitor as it occurs.

Periodically, software patches and security updates will be installed remotely through an automated system to all supported systems to ensure their integrity. The update/patch may be applied in the background during the local computer's boot process or at any time the computer is running and connected to the network.

HARDWARE & SOFTWARE STANDARDS

The IT Help Desk will provide support for documented hardware and software.

- To ensure software license compliance, the IT Help Desk will not install any software without proof of purchase or a copy of a license agreement.
- All hardware and software purchase requests must be accompanied by verification email and must be approved by the IT Manager.
- Limited support for non-standard equipment and software is also available, depending on the availability of technical resources
- The IT Manager can provide consultation assistance with hardware/software purchases.

TECHNOLOGY INVENTORY

The IT Help Desk is responsible for maintaining a current technology inventory, including the software loaded, on all customer's computers. As a result of this ongoing inventory, you may be requested to provide a copy of a license and /or proof of purchase for software not covered under this agreement. If a license or receipt cannot be produced, the software should be removed from the computer until a license is purchased to ensure license compliance.

CUSTOMER RESPONSIBILITES

In order to facilitate the support process, all users are requested to

- Provide detailed information regarding service requests.
- Make every effort to be available to communicate with Helpdesk if required.
- Leave the computer on for the time period specified when a remote update is announced and follow the instructions provided.
- Notify the Help Desk in advance of any pre-determined required assistance.
- Exercise patience by understanding the volume of requests the IT Help Desk receives each day and the rationale for assessing service priorities

THE COUNTY OF DUPAGE
FINANCE - PROCUREMENT
MANAGED SERVICE PROVIDER FOR DUPAGE ROE 26-010-ROE
BID TABULATION

√

Criteria	Available Points	22nd Century Technologies, Inc.(TSCTI)	Bumblebee Broadband LLC dba Bumblebee IT Services	Burwood Group Inc.	Consultadd Inc.	**Diplex Technologies Inc. dba Global Point**	Leading IT Solutions Inc.	Logicalis, Inc.	Maestro Technologies Inc.	Nukasani Group Inc.
Firm Qualifications	20	10	10	20	15	**20**	15	10	10	10
Key Qualifications	30	15	15	28	15	**29**	24	15	15	15
Project Understanding	30	13	13	25	13	**28**	21	13	13	13
Price	20	10	12	5	20	**8**	6	12	15	10
Total	100	48	50	78	63	**85**	66	50	53	48

Fee and Rate Proposal - Hourly Rate	$ 120.00	$ 100.00	$ 220.00	$ 60.00	**$ 150.00**	$ 185.00	$ 100.00	$ 80.00	$ 120.00
Percentage of points	50%	60%	27%	100%	**40%**	32%	60%	75%	50%
Points awarded (wtd against lowest price)	10	12	5	20	**8**	6	12	15	10

NOTES

RFP Posted on 1/6/2026 Bid Opened On 1/23/2026, 2:30 PM	DW,SR
Invitations Sent	35
Total Requesting Documents	15
Total Bid Responses Received	9

PROPOSAL PRICING FORM

Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	26-010-ROE
COMPANY NAME:	Diplex Technolgies, Inc dba Global Point
CONTACT PERSON:	Andrea Long
CONTACT EMAIL:	andrea.long@globalpointllccom

Section II: Pricing

Bidder shall provide an hourly fee for services performed. In addition, provide a Rate Card for additional work not considered part of the engagement.

NO.	ITEM	UOM	QTY	PRICE
1	Hourly Rate for Services	HR	EA	$ 150.00

*please see chart in proposal pdf for more details

Section III: Certification

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

Printed Name: Andrea Long Signature: Andrea M Long

Title: Sales Director Date: 1/16/2025

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

PROPOSAL FORM

Section I: Contact Information

Complete the contact information below.

RFP NUMBER:	26-010-ROE
COMPANY NAME:	Diplex Technology Inc. dba Global Point
MAIN ADDRESS:	1100 Jorie Blvd
CITY, STATE, ZIP CODE:	Oak Brook, IL 60523
TELPHONE NO.:	847-464-3900
CONTACT PERSON:	Andrea Long
CONTACT EMAIL:	andrea.long@globalpointllc.com

Section III: Certification

The undersigned certifies that they are:

- ☐ The Owner or Sole Proprietor
- ☒ A Member authorized to sign on behalf of the Partnership
- ☐ An Officer of the Corporation
- ☐ A Member of the Joint Venture

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

Greg Zejer
(President or Partner)

Gus Dalinis
(Vice-President or Partner)

(Secretary or Partner)

(Treasurer or Partner)

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

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

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

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

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

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

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

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

PROPOSAL AWARD CRITERIA

The Offeror acknowledges and agrees that the proposal will be awarded to the most responsive, responsible vendor meeting specifications based upon the highest score compiled during evaluation of the proposals outlined in the selection process.

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

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

Offeror: Andrea Long

Signature: Andrea M Long

Title: Sales Director

Date: 1/16/2025

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

REQUIRED VENDOR ETHICS DISCLOSURE STATEMENT

Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	26-010-ROE
COMPANY NAME:	Diplex Technologies Inc. dba Global Point
CONTACT PERSON:	Andrea Long
CONTACT EMAIL:	andrea.long@globalpointllc.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 any individuals who are or will be having contact with county officers or employees in relation to the contractor bid and shall update such disclosure with any changes that may occur.

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

- ☐ Yes
- ☒ No

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

NAME	PHONE	EMAIL

Section III: Violations

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

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

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

Ethics | DuPage Co, IL

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

ARTICLE VI. - PROCUREMENT | Code of Ordinances | DuPage County, IL | Municode Library

Section IV: Certification

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

Printed Name: Andrea Long Signature: [redacted]

Title: Sales Director Date: 1/16/26

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

File #: AS-P-0001-26 **Agenda Date:** 2/17/2026 **Agenda #:** 10.A.

AWARDING RESOLUTION ISSUED TO
CURRIE MOTORS FRANKFORT, INC.
TO PROVIDE A 2026 FORD TRANSIT-350 CARGO VAN
FOR ANIMAL SERVICES
(CONTRACT TOTAL AMOUNT $59,729)

WHEREAS, a vendor has been selected in accordance with County Board policy; and

WHEREAS, the Animal Services Committee recommends County Board approval for the issuance of a contract to Currie Motors Frankfort, Inc., to provide a Ford Transit-350 Cargo Van, for the period of February 25, 2026 through November 30, 2026, for Animal Services.

NOW, THEREFORE BE IT RESOLVED, that said contract is to provide a Ford Transit-350 Cargo Van, for the period of February 25, 2026 through November 30, 2026 for Animal Services, per Suburban Purchasing Cooperative ”SPC” Contract #207, be, and it is hereby approved for the issuance of a contract purchase order by the Procurement Division to Currie Motors, Frankfort, Inc., 9423 W. Lincoln Hwy, Frankfort, IL 60423, for a contract total amount of $59,729.

Enacted and approved this 24th day of February, 2026 at Wheaton, Illinois.

_____

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____

JEAN KACZMAREK, COUNTY CLERK

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

SECTION 1: DESCRIPTION

General Tracking		*Contract Terms*	
FILE ID#:	RFP, BID, QUOTE OR RENEWAL #: SPC Contract #207	INITIAL TERM WITH RENEWALS: OTHER	INITIAL TERM TOTAL COST: $59,729.00
COMMITTEE: ANIMAL SERVICES	TARGET COMMITTEE DATE: 02/17/2026	PROMPT FOR RENEWAL:	CONTRACT TOTAL COST WITH ALL RENEWALS: $59,729.00
	CURRENT TERM TOTAL COST: $59,729.00	MAX LENGTH WITH ALL RENEWALS: ONE YEAR	CURRENT TERM PERIOD: INITIAL TERM
Vendor Information		*Department Information*	
VENDOR: Currie Motors Frankfort, Inc.	VENDOR #: 12434	DEPT: Animal Services	DEPT CONTACT NAME: Laura Flamion
VENDOR CONTACT: Nic Cortellini	VENDOR CONTACT PHONE: 815-464-9200	DEPT CONTACT PHONE #: 630-407-2806	DEPT CONTACT EMAIL: laura.flamion@dupagecounty.gov
VENDOR CONTACT EMAIL: ncortellini@curriemotors.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 purchase order to Currie Motors Frankfort, Inc., to furnish and deliver a 2026 Ford White Transit- 350 Cargo Van for the Animal Services, for a contract total not to exceed $59,729.00; pursuant to the Governmental Joint Purchasing Act, 30 ILCS 525/2 Suburban Purchasing Cooperative "SPC" Contract #207.

JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished

The DuPage County vehicle replacement policy requires that a vehicle be in service a minimum of 12 years or have a minimum of 150,000 miles, and/or must be assessed by a mechanic prior to being considered for replacement.

New vehicle will replace AC-2.

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. This contract was setup using the Suburban Purchasing Cooperative "SPC" Contract #207.
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. DOT staff recommends issuing a purchase order to Currie Motors Frankfort, Inc., using the Suburban Purchasing Cooperative "SPC" Contract #207. 2. Request bids. 3. Status quo.

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: Currie Motors Frankfort, Inc.	Vendor#: 12434	Dept: Animal Services	Division: Animal Services
Attn: Nic Cortellini	Email: ncortellini@curriemotors.com	Attn: Laura Flamion	Email: laura.flamion@dupagecounty.gov
Address: 9423 W. Lincoln Hwy	City: Frankfort	Address: 2255 Manchester Road	City: Wheaton
State: IL	Zip: 60423	State: IL	Zip: 60187
Phone: 815-464-9200	Fax:	Phone: 630-407-2806	Fax:
Send Payments To:		*Ship to:*	
Vendor: Currie Motors Frankfort, Inc.	Vendor#: 12434	Dept: Division of Transportation	Division: Fleet Department
Attn:	Email:	Attn: William Bell	Email: william.bell@dupagecounty.gov
Address: 9423 W. Lincoln Hwy	City: Frankfort	Address: 180 N. County Farm Road	City: Wheaton
State: IL	Zip: 60423	State: IL	Zip: 60187
Phone:	Fax:	Phone: 630-407-6931	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Feb 25, 2026	Contract End Date (PO25): Nov 30, 2026

Purchase Requisition Line Details											
LN	Qty	UOM	Item Detail (Product #)	Description	FY	Company	AU	Acct Code	Sub-Accts/ Activity Code	Unit Price	Extension
1	1	EA	(F8C)	FY26 Ford White Transit-350 Cargo Van	FY26	1100	1300	54120		59,729.00	59,729.00
FY is required, ensure the correct FY is selected.										Requisition Total	$ 59,729.00

Comments	
HEADER COMMENTS	Provide comments for P020 and P025. To furnish and deliver 2026 Ford White Transit-350 Cargo Van for the Animal Services.
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO. Email Approved PO to: Nic Corellini, Laura Flamion, Kristie Lecaros, William Bell, DOTFinance@dupagecounty.gov and Mike Figuray.
INTERNAL NOTES	Provide comments for department internal use (not for P020 and P025). Comments will not appear on PO. see above.
APPROVALS	Department Head signature approval for procurements under $15,000. Procurement Officer Approval for ETSB.

Prepared for: , DuPage County SPC#207

2026 Transit-350 Cargo AWD Medium Roof Van 148" WB Base (F8C)

Price Level: 635



Client Proposal

Prepared by:
Nic Cortellini
Office: 815-464-9200
Email: ncortellini@curriemotors.com
Quote ID: 2026-DuP14
Date: 01/13/2026

2026 Transit-350 Cargo AWD Medium Roof Van 148" WB Base (F8C)

Price Level: 635 | Quote ID: 2026-DuP14

Warranty

Standard Warranty

Basic Warranty

Basic warranty	36 months/36,000 miles

Powertrain Warranty

Powertrain warranty	60 months/60,000 miles

Corrosion Perforation

Corrosion perforation warranty	60 months/unlimited

Roadside Assistance Warranty

Roadside warranty	60 months/60,000 miles

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for:
DuPage County SPC#207
Prepared by: Nic Cortellini
01/13/2026

Currie Motors Fleet | 10125 West Laraway Road Frankfort IL | 60423

2026 Transit-350 Cargo AWD Medium Roof Van 148" WB Base (F8C)

Price Level: 635 | Quote ID: 2026-DuP14

Major Equipment

(Based on selected options, shown at right)

10-speed automatic

Exterior: Oxford White

Interior: Dark Palazzo Gray w/Cloth Front Bucket Seats

* Running boards
* LT235/65RR16 AS BSW front and rear tires
* Overdrive transmission
* Transmission electronic control
* Stainless steel single exhaust
* Dual lead acid battery
* Fuel tank capacity: 30.91 gal.
* Steering wheel mounted audio controls
* 12 inch primary display
* AM/FM/digital/satellite
* Auxiliary input jack
* 3 month satellite trial subscription
* Wheelbase: 148.0"
* Standard ride suspension
* Heated driver and passenger side door mirrors
* Light tinted windows
* Manual climate control
* Driver front impact airbag
* Cancellable front passenger air bag
* 16 x 6.5-inch front and rear silver steel wheels
* Front tires LT load rating: C
* Lock-up transmission
* Alternator Amps: 250A
* All-speed ABS and driveline traction control
* Battery run down protection
* Connected Navigation integrated navigation system with voice activation
* Bluetooth wireless audio streaming
* SiriusXM with 360L AM/FM/HD/Satellite radio
* Seek scan
* SYNC 4 external memory control
* Vehicle body length: 235.5"
* Interior cargo length: 143.7 "
* Power door mirrors
* Power folding door mirrors
* Variable intermittent front windshield wipers
* Rear under seat climate control ducts
* Seat mounted side impact driver airbag
* Seat mounted side impact front passenger airbag

As Configured Vehicle

	MSRP
STANDARD VEHICLE PRICE	$56,900.00
Order Code 101A	N/C
Engine: 3.5L PFDi V6 Flex-Fuel	Included
Transmission: 10-Spd Automatic w/OD & SelectShift	Included
GVWR: 9,950 lb	Included
Tires: 235/65R16C 121/119 R AS BSW	Included
Wheels: 16" Silver Steel w/Silver Hubcaps	Included
Monotone Paint Application	STD
148" Wheelbase	STD
Radio: AM/FM Stereo	Included
Fleet Customer Powertrain Limited Warranty	N/C
50-State Emissions System	STD
4.10 Limited-Slip Axle Ratio	Included
SYNC 4	Included
Ford Connectivity Package (1-Year Included)	Included
Spare Tire & Wheel	$300.00
Dark Palazzo Gray w/Cloth Front Bucket Seats	N/C
Cloth Front Bucket Seats	N/C
Dark Palazzo Gray Cloth Bucket Seats w/Armrests	$115.00

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability & pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for:
DuPage County SPC#207
Prepared by: Nic Cortellini
01/13/2026

Currie Motors Fleet | 10125 West Laraway Road Frankfort IL | 60423

2026 Transit-350 Cargo AWD Medium Roof Van 148" WB Base (F8C)

Price Level: 635 | Quote ID: 2026-DuP14

Major Equipment

* Airbag occupancy sensor
* Ford Co-Pilot360 w/Side Wind Stabilization electronic stability control system with anti-rollover
* Bucket front seats
* Front passenger seat with 4-way directional controls
* Manual front seat head restraint control
* Front passenger seat armrest
* Manual driver seat fore/aft control
* Manual passenger seat fore/aft control
* Cloth front seatback upholstery
* 4-wheel disc brakes
* Electronic parking brake
* Hill start assist
* 6 airbags
* SecuriLock immobilizer
* Driver seat with 4-way directional controls
* Height adjustable front seat head restraints
* Driver seat armrest
* Manual reclining driver seat
* Manual reclining passenger seat
* Cloth front seat upholstery
* Manual driver seat lumbar
* 4-wheel antilock (ABS) brakes
* Brake assist system

Fuel Economy

City
N/A

Hwy
N/A

As Configured Vehicle

	MSRP
Oxford White	N/C
Tire Inflator & Sealant Kit Delete	N/C
Front License Plate Bracket	N/C
Front Black Wheel Well Liners	$295.00
Auxiliary Fuse Panel	Included
Dual AGM Batteries (70 Amp-hr Each)	Included
Modified Vehicle Wiring System	Included
Wiper Activated Headlamps	$30.00
Midship Extended Range Fuel Tank (31 Gallons)	$285.00
Upfitter Package	$610.00
Large Center Console	Included
253-Degree Rear Door Opening	$95.00
D-Pillar Assist Handles	$30.00
Full Rear Compartment Lighting	$75.00
Front Overhead Shelf	$75.00
Passenger-Side B-Pillar Assist Handle	$25.00
Long-Arm Manual-Folding Heated Pwr Adjusting Mirrors	$220.00
Ford Co-Pilot360 Assist 2.0	$1,500.00

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for:
DuPage County SPC#207
Prepared by: Nic Cortellini
01/13/2026

Currie Motors Fleet | 10125 West Laraway Road Frankfort IL | 60423

2026 Transit-350 Cargo AWD Medium Roof Van 148" WB Base (F8C)

Price Level: 635 | Quote ID: 2026-DuP14

As Configured Vehicle	MSRP
SiriusXM w/360L	Included
Front Fog Lamps	Included
Adaptive Cruise Control w/Lane Centering	Included
Side Parking Sensors	Included
Reverse Brake Assist	Included
Blind Spot Information System w/Cross Traffic Alert	Included
Short-Arm Pwr-Folding Heated Pwr Adjusting Mirrors	Included
Extended Length Passenger Running Board	$655.00
Driver Controlled Front/Rear Aux A/C & Heater	$860.00
2 Additional Keys (4 Total)	$75.00
Close Assist Feature on Side Sliding Door	$445.00
Intelligent Access w/Push-Button Start	Included
Black High-Intensity Discharge (HID) Headlamps	$455.00
Front All-Weather Floor Mats	$120.00
SUBTOTAL	$63,165.00
Destination Charge	$2,095.00
TOTAL	**$65,260.00**

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for:
DuPage County SPC#207
Prepared by: Nic Cortellini
01/13/2026

Currie Motors Fleet | 10125 West Laraway Road Frankfort IL | 60423

2026 Transit-350 Cargo AWD Medium Roof Van 148" WB Base (F8C)

Price Level: 635 | Quote ID: 2026-DuP14

As Configured Vehicle

Code	Description	MSRP
Base Vehicle		
F8C	Base Vehicle Price (F8C)	$56,900.00
Packages		
101A	Order Code 101A *Includes:* *- Engine: 3.5L PFDi V6 Flex-Fuel* *Includes port injection.* *- Transmission: 10-Spd Automatic w/OD & SelectShift* *Includes auxiliary transmission oil cooler.* *- 4.10 Limited-Slip Axle Ratio* *- GVWR: 9,950 lb* *- Tires: 235/65R16C 121/119 R AS BSW* *- Wheels: 16" Silver Steel w/Silver Hubcaps* *Includes exposed lug nuts.* *- Radio: AM/FM Stereo* *- SYNC 4* *Includes 12" center display, Bluetooth, dual USB ports, enhanced voice recognition, electronic climate control and connectivity package which includes information on demand panel, wireless Apple CarPlay and Android Auto compatibility, cloud connected, 911 Assist, digitial owner's manual and conversational voice command recognition.* *- Ford Connectivity Package (1-Year Included)* *Includes unlimited Wi-Fi hotspot, connected navigation, audio and video streaming, voice assistant and entertainment. Note: Ford Connectivity Package included for one-year from warranty start date, Requires activation via Ford app with credit card authorization; customer may cancel at any time. Evolving technology/cellular networks/vehicle capability may limit functionality and prevent operation of connected features. Ford may temporarily slow data speeds if such data usage reaches or exceeds 50GB within a billing cycle or due to network limitations. If a customer uses more than 50% of their data usage in a roaming country during a 60-day period, Ford may remove or limit the customer's data plan.*	N/C
Powertrain		
998	Engine: 3.5L PFDi V6 Flex-Fuel *Includes port injection.*	Included
44U	Transmission: 10-Spd Automatic w/OD & SelectShift *Includes auxiliary transmission oil cooler.*	Included
STDGV	GVWR: 9,950 lb	Included
Wheels & Tires		
STDTR	Tires: 235/65R16C 121/119 R AS BSW	Included
641	Wheels: 16" Silver Steel w/Silver Hubcaps *Includes exposed lug nuts.*	Included

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

2026 Transit-350 Cargo AWD Medium Roof Van 148" WB Base (F8C)

Price Level: 635 | Quote ID: 2026-DuP14

As Configured Vehicle (cont'd)

Code	Description	MSRP
51D	Spare Tire & Wheel *Includes 3 ton jack, tool kit and full-size matching tire.*	$300.00
57A	Tire Inflator & Sealant Kit Delete	N/C
Seats & Seat Trim		
C	Cloth Front Bucket Seats *Includes driver and front-passenger manual reclining bucket seats with adjustable headrest and inboard armrest.*	N/C
21L	Dark Palazzo Gray Cloth Bucket Seats w/Armrests *Includes 2-way manual driver seat with lumbar and 2-way manual passenger seat.*	$115.00
Other Options		
PAINT	Monotone Paint Application	STD
148WB	148" Wheelbase	STD
STDRD	Radio: AM/FM Stereo *Includes:* *- SYNC 4* *Includes 12" center display, Bluetooth, dual USB ports, enhanced voice recognition, electronic climate control and connectivity package which includes information on demand panel, wireless Apple CarPlay and Android Auto compatibility, cloud connected, 911 Assist, digitial owner's manual and conversational voice command recognition.* *- Ford Connectivity Package (1-Year Included)* *Includes unlimited Wi-Fi hotspot, connected navigation, audio and video streaming, voice assistant and entertainment. Note: Ford Connectivity Package included for one-year from warranty start date, Requires activation via Ford app with credit card authorization; customer may cancel at any time. Evolving technology/cellular networks/vehicle capability may limit functionality and prevent operation of connected features. Ford may temporarily slow data speeds if such data usage reaches or exceeds 50GB within a billing cycle or due to network limitations. If a customer uses more than 50% of their data usage in a roaming country during a 60-day period, Ford may remove or limit the customer's data plan.*	Included
43H	Close Assist Feature on Side Sliding Door *Includes:* *- Intelligent Access w/Push-Button Start* *Also referred to as Passive Entry/Passive Start (PEPS). This feature allows the user to enter the vehicle without the need of the key. Likewise the vehicle can be started via push button without a key and with the FOB in the presence of the user.*	$445.00
91C	Black High-Intensity Discharge (HID) Headlamps *Includes LED signature surround. HID headlamps emit a brighter, more natural light than halogen headlamps, which can help improve visibility.*	$455.00
91B	Wiper Activated Headlamps	$30.00

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2026 Transit-350 Cargo AWD Medium Roof Van 148" WB Base (F8C)

Price Level: 635 | Quote ID: 2026-DuP14

As Configured Vehicle (cont'd)

Code	Description	MSRP
655	Midship Extended Range Fuel Tank (31 Gallons) *Includes capless fuel fill.*	$285.00
18P	253-Degree Rear Door Opening	$95.00
544	Long-Arm Manual-Folding Heated Pwr Adjusting Mirrors *Includes turn signals.*	$220.00
68J	Extended Length Passenger Running Board *Running board covers the A-B pillar driverside and A-C pillar passenger-side.*	$655.00
41B	Passenger-Side B-Pillar Assist Handle	$25.00
66C	D-Pillar Assist Handles *Located on the driver and passenger-side. Due to space requirements, the driver-side handle is deleted if front/rear aux a/c and heater (driver controlled) (57G) is also ordered.*	$30.00
15F	Full Rear Compartment Lighting *Includes cargo area LED lights at C-pillar and D-pillar and rear compartment LED switch.*	$75.00
66D	Front Overhead Shelf	$75.00
67E	Large Center Console *Includes an integrated shifter, a dual cup holder and an additional storage area.*	Included
87E	Auxiliary Fuse Panel *Includes high spec interface connector.* *Includes:* *- Dual AGM Batteries (70 Amp-hr Each)* *- Modified Vehicle Wiring System* *Includes modified vehicle connections for customized wiring harness provisions.*	Included
53K	Modified Vehicle Wiring System *Includes modified vehicle connections for customized wiring harness provisions.*	Included
57G	Driver Controlled Front/Rear Aux A/C & Heater *Heat is distributed from rear of front-passenger seat. A/C is distributed from the rear of van.*	$860.00
63E	Dual AGM Batteries (70 Amp-hr Each)	Included
61M	Ford Co-Pilot360 Assist 2.0 *Includes HD Radio, connected navigation (1-year included with Ford Connectivity Package) and 360-degree camera*	$1,500.00

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2026 Transit-350 Cargo AWD Medium Roof Van 148" WB Base (F8C)

Price Level: 635 | Quote ID: 2026-DuP14

As Configured Vehicle (cont'd)

Code	Description	MSRP
	Includes: *- SiriusXM w/360L* *- Front Fog Lamps* *Auxiliary lamps that are generally integrated into the front fascia and designed to help illuminate the roadway during poor visibility.* *- Adaptive Cruise Control w/Lane Centering* *Includes stop and go and lane centering (under 10,000lb GVWR only) and predictive speed assist.* *- Side Parking Sensors* *- Reverse Brake Assist* *- Blind Spot Information System w/Cross Traffic Alert* *- Short-Arm Pwr-Folding Heated Pwr Adjusting Mirrors* *Includes turn signals.*	
67C	Upfitter Package *Includes high capacity upfitter switches.*	$610.00
	Includes: *- Large Center Console* *Includes an integrated shifter, a dual cup holder and an additional storage area.* *- Auxiliary Fuse Panel* *Includes high spec interface connector.* *- Dual AGM Batteries (70 Amp-hr Each)* *- Modified Vehicle Wiring System* *Includes modified vehicle connections for customized wiring harness provisions.*	
86F	2 Additional Keys (4 Total) *Includes key fobs.*	$75.00
86W	Front All-Weather Floor Mats Ford accessory, pre-installed.	$120.00
15C	Front Black Wheel Well Liners Ford accessory, pre-installed.	$295.00
153	Front License Plate Bracket Standard in states requiring two license plates and optional in all other states.	N/C

Fleet Options

WARANT	Fleet Customer Powertrain Limited Warranty Requires valid FIN code. *Ford is increasing the 5-year 60,000-mile limited powertrain warranty to 5-years, 100,000 miles. Only Fleet purchasers with a valid Fleet Identification Number (FIN code) will receive the extended warranty. When the sale is entered into the sales reporting system with a sales type fleet along with a valid FIN code, the warranty extension will automatically be added to the vehicle. The extension will stay with the vehicle even if it is subsequently sold to a non-fleet customer before the expiration. This extension applies to both gas and diesel powertrains. Dealers can check for the warranty extension on eligible fleet vehicles in OASIS. Please refer to the Warranty and Policy Manual section 3.13.00 Gas Engine Commercial Warranty. This change will also be reflected in the printed Warranty Guided distributed with the purchase of every new vehicle.*	N/C

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

2026 Transit-350 Cargo AWD Medium Roof Van 148" WB Base (F8C)

Price Level: 635 | Quote ID: 2026-DuP14

As Configured Vehicle (cont'd)

Code	Description	MSRP
Emissions		
425	50-State Emissions System	STD
Exterior Color		
YZ_01	Oxford White	N/C
Interior Color		
CK_01	Dark Palazzo Gray w/Cloth Front Bucket Seats	N/C
Upfit Options		
01	License and Title (M-Plates)	$203.00
02	Rust Proof (No Undercoating)	$395.00

SUBTOTAL	$63,763.00
Destination Charge	$2,095.00
TOTAL	$65,858.00

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for:
DuPage County SPC#207
Prepared by: Nic Cortellini
01/13/2026

Currie Motors Fleet | 10125 West Laraway Road Frankfort IL | 60423

2026 Transit-350 Cargo AWD Medium Roof Van 148" WB Base (F8C)

Price Level: 635 | Quote ID: 2026-DuP14

Pricing Summary - Single Vehicle

	MSRP
Vehicle Pricing	
Base Vehicle Price	$56,900.00
Options	$6,265.00
Colors	$0.00
Upfitting	$598.00
Fleet Discount	$0.00
Fuel Charge	$0.00
Destination Charge	$2,095.00
Subtotal	$65,858.00
Discount Adjustments	
Discount Adjustments	-$6,129.00
Total	$59,729.00

Customer Signature

Acceptance Date

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

SPC
SUBURBAN PURCHASING
COOPERATIVE

A Joint Purchasing Program
For Local Government Agencies

October 24, 2025

Mr. Thomas Sullivan
Currie Motors
10125 W. Laraway Road
Frankfort, IL 60423

Dear Mr. Sullivan,

This is to request vehicle year roll-overs and the second of three possible, one-year contract extensions on the following SPC contracts through October 26, 2026:

Ford Interceptor Utility Contract #204 with all standard equipment, conventional gas, and optional hybrid

Ford Transit Full Size Van Contract #207, standard equipment, standard wheelbase and electric 1-ton van

Ford Escape Contract #206

The SPC reserves the right to extend these contracts for one additional one-year terms upon mutual agreement of both the vendor and the SPC on a negotiated basis. With acceptance of these contracts, Currie Motors agrees to all terms and conditions set forth in the specifications contained within the Requests for Proposals to which you responded. Currie Motors will handle all billing. Each vehicle purchased will be assessed a **$150.00** administrative fee per vehicle which shall be paid directly by the vendor to the SPC on a quarterly basis.

The SPC looks forward to a productive year working with Currie Motors. Please sign and date this agreement below, retaining copies for your files and returning the original to my attention.

Sincerely,

[redacted]

Ellen Dayan, CPPB
Purchasing Director
Northwest Municipal Conference

[redacted]

10/24/2025

Name: Ellen Dayan — Date
Northwest Municipal Conference

[redacted] 10/24/25

Name: Tom Sullivan — Date
Currie Motors

DuPage Mayors & Managers Conference
1220 Oak Brook Road
Oak Brook, IL 60523
Suzette Quintell
Phone: (630) 571-0480
Fax: (630) 571-0484

Northwest Municipal Conference
1600 East Golf Rd., Suite 0700
Des Plaines, IL 60016
Ellen Dayan, CPPB
Phone: (847) 296-9200
Fax: (847) 296-9207

South Suburban Mayors And Managers Association
1904 West 174th Street
East Hazel Crest, IL 60429
Kristi DeLaurentiis
Phone: (708) 206-1155
Fax: (708) 206-1133

Will County Governmental League
15905 S. Frederick Street
Suite 107
Plainfield, IL 60586
Cherie Belom
Phone: (815) 254-7700

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:	Currie Motors
CONTACT PERSON:	Nic Cortellini
CONTACT EMAIL:	ncortellini@curriemotors.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

Rev. 1-2025

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: Nic Cortellini Signature: [redacted]

Title: Commercial Account Manager Date: 01/13/2026

Rev. 1-2025

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

File #: HS-CO-0004-26 **Agenda Date:** 2/17/2026 **Agenda #:** 14.A.

AMENDMENT TO COUNTY CONTRACT 7854-0001 SERV
ISSUED TO HEALTHY AIR HEATING & AIR, INC.
FOR THE LIHEAP PROGRAM
FOR COMMUNITY SERVICES
(INCREASE CONTRACT $150,000)

WHEREAS, County Contract 7854-0001 SERV was approved by the DuPage County Board on August 12, 2025; and

WHEREAS, the Human Services Committee recommends changes as stated in the Change Order Notice to County Contract 7854-0001 SERV, issued to Healthy Air Heating & Air, Inc., for the LIHEAP Program, for Community Services, and increase the contract by $150,000 resulting in an amended contract total of $230,000.

NOW, THEREFORE BE IT RESOLVED, that the County Board adopt the Change Order Notice to County Contract 7854-0001 SERV, issued to Healthy Air Heating & Air, Inc., for the LIHEAP Program for Community Services, and increase the contract by $150,000 resulting in an amended contract total of $230,000.

Enacted and approved this 24th day of February, 2026 at Wheaton, Illinois.

_____

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____

JEAN KACZMAREK, COUNTY CLERK

HS 2/17
FI+CB 2/24

REQUEST FOR CHANGE ORDER FORM

Procurement Services Division

Revised 10-01-2025

Date: Feb 11, 2026

File ID #:

Purchase Order #: 7854	**Original Purchase Order Date:** 10/01/2025	**Change Order #:** 4	**Department:** Community Services
Vendor Name: Healthy Air Heating & Air Inc.		**Vendor #:** 14166	**Dept. Contact:** David Stuckey
Action Requested and Reason for Change Order Request:	Increase PO by $150,000. Increase Line 3 Description 1 LIHEAP FURNACE VOUCHER PROGRAM Program Description 2 LIHEAP PROG PY26 Company:5000 AU: 1420 Account Code: 53090 Activity Code: 26-224028 Increase by $150,000		

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	$80,000.00
B	Net $ Change for Previous Change Order	
C	Current Contract Amount (A + B)	$80,000.00
D	Amount of this Change Order ☒ Increase ☐ Decrease	$150,000.00
E	New Contract Amount (C + D)	$230,000.00
F	Cumulative Change Order Amount (B + D)	$150,000.00
G	Cumulative Percent of all Change Orders (B+D/A); *(60% maximum on construction contracts)*	187.50%

DECISION MEMO NOT REQUIRED - *Check Applicable Box(es)*

☐ Cancel Entire Order ☐ Close Contract ☐ Contract Extension (≤59 Days) ☐ Update Budget Code

☐ Change Budget Code From: _____ to: _____

☐ Increase/Decrease Quantity From: _____ to: _____

☐ Price Shows: _____ should be: _____ ☐ Move Funds Between Lines

☐ Decrease Remaining Encumbrance and Close Contract ☐ Increase Encumbrance and Close Contract ☐ Decrease Encumbrance ☐ Increase Encumbrance

DECISION MEMO REQUIRED - *Check Applicable Box(es) and Fill In All Answers Below*

☐ Contract Extension Greater Than 59 Days From _____ to: _____ ☐ Cancel Contract

☒ Cumulative Increase Greater Than $10,000 (Row 'F' Above) ☐ Other - Explain In Summary Explanation Box Below

Summary Explanation - Provide a summary of the action. Explain why it is necessary and what is to be accomplished.
This is needed to provide safe heating systems to low-income residents of the county. This is needed for health and safety of our constituents.

Original Source Selection/Vetting Information - Describe method used to select source; for instance, bid, RFP, sole source, etc.

RFP procured

Recommendations/Alternatives - Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request.
We can approve this and help disadvantaged members of the county. If we do not approve this, we leave vulnerable people in a dangerous situation.

Fiscal Impact/Cost Summary - Include projected cost for each fiscal year, approved budget amount and account number

APPROVALS - *Initials Only*

HS	6147	Feb 11, 2026		6182	2/11/26
Prepared By	Phone Ext.	Date	Recommended for Approval	Phone Ext.	Date
	2/11/2026				
Reviewed by Procurement Officer	Date		Completed by Buyer		Date

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:	HELTHY AIR HEATING & AIR, INC.
CONTACT PERSON:	PIOTR BLASZCZYK
CONTACT EMAIL:	healthyairheatingandair@gmail.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

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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: PIOTR BLASZCZYK Signature: Signature on File

Title: PRESIDENT Date: 2/11/2026

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

File #: HS-P-0015-26 **Agenda Date:** 2/17/2026 **Agenda #:** 14.F.

AWARDING RESOLUTION ISSUED TO
KRONOS, INCORPORATED, A UKG COMPANY
FOR TIME CLOCKS
FOR THE DUPAGE CARE CENTER
(CONTRACT TOTAL NOT TO EXCEED $52,624.00

WHEREAS, a sole source quotation has been obtained in accordance with 55 ILCS 5/5-1022 and County Board policy; and

WHEREAS, the County is authorized to enter into a Sole Source Agreement pursuant to Section 2-350 of the DuPage County Procurement Ordinance; and

WHEREAS, based upon supporting documentation provided by the using Department, the Chief Procurement Officer has determined that it is not feasible to secure bids or that there is only one source for the required goods or services, and/or has determined that it is in the best interests of the County to consider only one supplier who has previous expertise relative to the subject procurement; and

WHEREAS, in accordance with the Chief Procurement Officer's determination, the Human Services Committee recommends County Board approval for the issuance of a contract to Kronos, Inc. A UKG Company, for time clocks, for the period of February 25, 2026 through February 24, 2027 , for the DuPage Care Center .

NOW, THEREFORE BE IT RESOLVED, that County Contract, covering said, for time clocks, for the period of February 25, 2026 through February 24, 2027 for the DuPage Care Center, be, and it is hereby approved for issuance of a contract by the Procurement Division to, Kronos, Inc., A UKG Company, 900 Chelmsford Street, Lowell, Massachusetts 01851, for a contract total amount not to exceed $ 52,624.00. Pursuant to 55 ILCS 5/5-1022 (c) not suitable for competitive bids. (Sole provider sole maintenance/upgrade provider.)

Enacted and approved this 24th day of February, 2026 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#: 26-0584	RFP, BID, QUOTE OR RENEWAL #:	INITIAL TERM WITH RENEWALS: OTHER	INITIAL TERM TOTAL COST: $52,624.00
COMMITTEE: HUMAN SERVICES	TARGET COMMITTEE DATE: 02/17/2026	PROMPT FOR RENEWAL:	CONTRACT TOTAL COST WITH ALL RENEWALS: $52,624.00
	CURRENT TERM TOTAL COST: $52,624.00	MAX LENGTH WITH ALL RENEWALS: ONE YEAR	CURRENT TERM PERIOD: INITIAL TERM

Vendor Information		*Department Information*	
VENDOR: Kronos Inc., A UKG Company	VENDOR #: 11850	DEPT: Administration	DEPT CONTACT NAME: Shauna Berman
VENDOR CONTACT: Endisma Tep	VENDOR CONTACT PHONE: 978-947-7311	DEPT CONTACT PHONE #: 630-784-4261	DEPT CONTACT EMAIL: shauna.berman@dupagecounty.gov
VENDOR CONTACT EMAIL: endisima.tep@UKG.com	VENDOR WEBSITE:	DEPT REQ #: 7526	

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.).
Time Clocks for the DuPage Care Center, for the period February 25, 2026 through February 24, 2027, for a contract total amount of $52,624.00, per 55 ILCS 5/5-1022 (c) not suitable for competitive bids. (Sole Source - renewal to sole maintenance/upgrade provider)

JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished
In August, 2025 the DuPage County Board approved a contract for Kronos, UKG Company for Software support services for the Kronos automated time and attendance system and to also include an upgrade to the Kronos Pro Workforce. The current Tele-Time system will no longer be supported causing a need to purchase time clocks that correlate with the upgrade. This will be a seamless transition for the front line staff.
This time clock system helps track when employees start and end their work shifts. It records hours worked and breaks to ensure accurate pay, manage schedules, monitor overtime, and maintain compliance with labor laws.

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. SOFTWARE MANUFACTURER AND SOLE MAINTENANCE/UPDATE PROVIDER
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. With the InTouch DX time clocks, employees can clock in, check shifts, and swap with coworkers in just seconds. Managers get real-time alerts when something's off, like a missed punch, so they can jump in before it becomes an issue. It's simple, reliable time tracking that keeps payroll accurate, employees supported, and operations on track.
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. yes, is currently being tested
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: Kronos Inc., A UKG Company	Vendor#: 11850	Dept: DuPage Care Center	Division: Administration
Attn: Endisima Tep	Email: endisima.tep@ukg.com	Attn: Shauna Berman	Email: shauna.berman@dupagecounty.gov
Address: 900 Chelmsford Street	City: Lowell	Address: 400 N. County Farm Road	City: Wheaton
State: MA	Zip: 01851	State: IL	Zip: 60187
Phone: 978-947-7311	Fax:	Phone: 630-784-4261	Fax:
Send Payments To:		*Ship to:*	
Vendor: Kronos Inc., A UKG Company	Vendor#: 11850	Dept: DuPage Care Center	Division: Administration
Attn:	Email:	Attn: Shauna Berman	Email: shauna.berman@dupagecounty.gov
Address: 900 Chelmsford Street	City: Lowell	Address: 400 N. County Farm Road	City: Wheaton
State: MA	Zip: 11850	State: IL	Zip: 60187
Phone: 978-947-7311	Fax:	Phone: 630-784-4261	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): February 25, 2026	Contract End Date (PO25): February 24, 2027

Purchase Requisition Line Details											
LN	Qty	UOM	Item Detail (Product #)	Description	FY	Company	AU	Acct Code	Sub-Accts/ Activity Code	Unit Price	Extension
1	16	EA		Time clocks for the DuPage Care Center	FY26	1200	2040	54010		3,289.00	52,624.00
FY is required, ensure the correct FY is selected.										Requisition Total	$ 52,624.00

Comments	
HEADER COMMENTS	Provide comments for P020 and P025. Time Clocks for the DuPage Care Center, for the period(Sole Source - renewal to sole maintenance/upgrade provider)
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO. 02/17/26 HS Committee 02/24/26 County Board Meeting
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.

UKG Inc.
900 Chelmsford Street
Lowell, MA 01851
T: 978- 250 - 9800
ukg.com

February 02, 2026

DuPage Care Center
400 N. County Farm Rd.
Wheaton, IL 60187

To Whom it May Concern:

This letter is to confirm that UKG Pro Workforce Management and its associated hardware timekeeping terminals are owned by UKG (and its affiliates) and are comprised of intellectual property rights owned exclusively by UKG and its affiliates.

UKG only authorizes its affiliates and certain authorized resellers to offer these UKG products and services. UKG authorized affiliates to such products are UKG Inc. and UKG Kronos Systems, LLC.

UKG's goal is to handle questions regarding the sole sourcing of UKG products in a consistent manner, which is why we utilize this letter format. If you have any questions relating to anything in this letter, please feel free to contact me anytime.

Sincerely,

[redacted]

Linda Misegadis
Director, Public Sector Business Consulting
900 Chelmsford Street
Lowell, MA 01851
linda.misegadis@ukg.com

HR, Pay, & Workforce Management

ORDER FORM

Quote#: Q-396971
Expires: 27 Feb, 2026
Sales Executive: Brandon Bazzill
Effective Date: Effective as of the date of last signature of this Order

Order Type: Quote
Date: 10 Feb, 2026

Customer Legal Name:
DUPAGE CARE CENTER

Customer Legal Address:
400 N COUNTY FARM RD, WHEATON, IL 60187 USA

Bill To: DUPAGE CARE CENTER
400 N COUNTY FARM RD
WHEATON, IL 60187 USA

Ship To: DUPAGE CARE CENTER
400 N COUNTY FARM RD
WHEATON, IL 60187 USA

Bill To Contact:

Ship To Contact: Anita Rajagopal

Ship to Phone: 630-784-4200
Ship to Mobile:
Contact:
Email:

Currency: USD
Customer PO Number:
Solution ID: 6011264
Initial Term: 12 months from Billing Start Date
Uplift Percent: 4 %

Shipping Terms: Shipping Point
Ship Method: FedEx Ground
Freight Term: Prepay & Add
Renewal Term: 12 months
Payment Terms: Net 60 Days

Billing Start Date: Upon Signature of Order Form

Unless otherwise noted, Equipment Support Services have been declined.

Equipment Purchase

Billing Frequency: Invoiced Upon signature of the Order form

Item	Quantity	Unit Price	Total Price
UKG INTOUCH DX G2,HID PROX	16	USD 3,289.00	USD 52,624.00
Total Price			**USD 52,624.00**

Accessories

Billing Frequency: Invoiced Upon the Signature of the order form

Item	Quantity	Unit Price	Total Price
NORTH AMERICA POWER ADAPTER FOR EXTERNAL OUTLET, INTOUCH DX/DX G2	16	USD 0.00	USD 0.00
Total Price			**USD 0.00**

Quote Summary

Item	Total Price
Total Equipment Purchase and Accessories Fee	USD 52,624.00

Order Notes:

Equipment sold or rented to Customer under this Order, and any related Equipment Support Services, shall be further subject to and governed by the terms and conditions set forth in the Equipment Terms located at:
https://www.ukg.com/global-equipment-terms

IN WITNESS WHEREOF, the parties have caused this Order to be executed by their authorized representatives and shall be effective as of the date of the last signature below.

DUPAGE CARE CENTER		UKG Kronos Systems LLC	
Signature:	_____	Signature:	_____
Name:	_____	Name:	_____
Title:	_____	Title:	_____
Date:	_____	Date:	_____

The monthly price on this Order has been rounded to two decimal places for display purposes. As many as eight decimal places may be present in the actual price. Due to the rounding calculations, the actual price may not display as expected when displayed on your Order. Nonetheless, the actual price on your invoice is the true and binding total for this Order for purposes of amounts owed for the term. If you are tax exempt, please email a copy of your "Tax Exempt Certificate" to TaxExemption@ukg.com along with the quote number otherwise this order is subject to applicable taxes. The actual tax amount to be paid by Customer will be shown on Customer's invoice.

UKG is aligning our product brand and announcing that the UKG Dimensions® and UKG Pro® solutions will be one product suite under the name UKG Pro. Click here to learn more and view examples of current to future names

https://www.ukg.com/one-suite#WhatproductnamesarechangingunderUKGDimensions

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:	UKG Kronos Systems LLC
CONTACT PERSON:	Brandon Bazzill
CONTACT EMAIL:	Brandon.Bazzill@UKG.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: Julia Dunn Signature: [redacted]

Title: Sr. Director, Sales Operations Date: 2/2/2026

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

File #: HS-P-0016-26 **Agenda Date:** 2/17/2026 **Agenda #:** 14.G.

AWARDING RESOLUTION ISSUED TO
ADVACARE SYSTEMS
FOR RENTAL OF MEDICAL EQUIPMENT - BEDS AND MATTRESSES
FOR THE DUPAGE CARE CENTER
(CONTRACT TOTAL AMOUNT $67,000.00)

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

WHEREAS, the Human Services recommends County Board approval for the issuance of a contract to Advacare Systems, for rental of medical equipment - beds and mattresses, for the period of March 1, 2026 through February 28, 2027, for the DuPage Care Center.

NOW, THEREFORE BE IT RESOLVED, that said contract is for rental of medical equipment - beds and mattresses, for the period of March 1, 2026 through February 28, 2027, for the DuPage Care Center, be, and it is hereby approved for issuance of a contract by the Procurement Division to Advacare Systems, 2939 N. Pulaski, Chicago, Illinois 60641, for a contract total amount not to exceed $67,000.00, per lowest responsible bid #25-002-DCC, first of three one-year optional renewals..

Enacted and approved this 24th day of February, 2026 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#: 26-0404	RFP, BID, QUOTE OR RENEWAL #: 25-002-DCC	INITIAL TERM WITH RENEWALS: 1 YR + 3 X 1 YR TERM PERIODS	INITIAL TERM TOTAL COST: $80,000.00
COMMITTEE: HUMAN SERVICES	TARGET COMMITTEE DATE: 02/17/2026	PROMPT FOR RENEWAL: 3 MONTHS	CONTRACT TOTAL COST WITH ALL RENEWALS: $281,000.00
	CURRENT TERM TOTAL COST: $67,000.00	MAX LENGTH WITH ALL RENEWALS: FOUR YEARS	CURRENT TERM PERIOD: FIRST RENEWAL
Vendor Information		*Department Information*	
VENDOR: Advacare Systems	VENDOR #: 11694	DEPT: DuPage Care Center	DEPT CONTACT NAME: Annabel Leonida
VENDOR CONTACT: Robert LoCascio	VENDOR CONTACT PHONE: 847-322-1964	DEPT CONTACT PHONE #: 630-784-4250	DEPT CONTACT EMAIL: Annabel.Leonida@dupagecounty.gov
VENDOR CONTACT EMAIL: rlocascio@advacaresystems.com	VENDOR WEBSITE:	DEPT REQ #: 7560	

Overview

DESCRIPTION Identify scope of work, item(s) being purchased, total cost and type of procurement (i.e., lowest bid, RFP, renewal, sole source, etc.). Recommendation for the approval of a contract Purchase Order for rental of medical equipment - beds and mattresses, for the DuPage Care Center, for the period March 1, 2026 through February 28, 2027, for a contract total amount not to exceed $67,000.00, under bid renewal #25-002-DCC, first of three one-year optional renewals.

JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished

this rental equipment are devices that are prescribed treatments necessary for residents to maintain a good quality of care.

SECTION 2: DECISION MEMO REQUIREMENTS

DECISION MEMO NOT REQUIRED RENEWAL	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.

SECTION 3: DECISION MEMO

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

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

SECTION 5: Purchase Requisition Information			
Send Purchase Order To:		*Send Invoices To:*	
Vendor: Advacare Systems	Vendor#: 11694	Dept: DuPage Care Center	Division: Nursing
Attn: Robert LoCascio	Email: rlocascio@advacaresystems.com	Attn: Connie Pureza	Email: Connie.Pureza@dupagecounty.gov
Address: 2939 N. Pulaski	City: Chicago	Address: 400 N. County Farm Road	City: Wheaton
State: IL	Zip: 60641	State: IL	Zip: 60187
Phone: 847-322-1964	Fax:	Phone: 630-784-4254	Fax:
Send Payments To:		*Ship to:*	
Vendor: Advacare Systems	Vendor#: 11694	Dept: DuPage Care Center	Division: Nursing
Attn:	Email:	Attn:	Email:
Address: 2939 N. Pulaski	City: Chicago	Address: 400 N. County Farm Road	City: Wheaton
State: IL	Zip: 60641	State: IL	Zip: 60187
Phone:	Fax:	Phone: 630-784-4250	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): March 1, 2026	Contract End Date (PO25): February 28, 2027

Purchase Requisition Line Details

LN	Qty	UOM	Item Detail (Product #)	Description	FY	Company	AU	Acct Code	Sub-Accts/ Activity Code	Unit Price	Extension
1	1	EA		Rental of medical equipment - beds/mattresses	FY26	1200	2050	53410		50,250.00	50,250.00
2	1	EA		Rental of medical equipment - beds/mattresses	FY27	1200	2050	53410		16,750.00	16,750.00
FY is required, ensure the correct FY is selected.										Requisition Total	$ 67,000.00

Comments	
HEADER COMMENTS	Provide comments for P020 and P025. Recommendation for the approval of a contract Purchase Order for rental of medical equipment - beds and mattresses, for the DuPage Care Center, for the period March 1, 2026 through February 28, 2027, for a contract total amount not to exceed $67,000.00, under bid renewal #25-002-DCC, first of three one-year optional renewals.
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO. February 17, 2026 Human Services Committee February 24, 2026County Board
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 County of DuPage
Finance Department
Procurement Division, Room 3-400
421 North County Farm Road
Wheaton, Illinois 60187

CONTRACT RENEWAL AGREEMENT

This contract, made and entered into by The County of DuPage, 421 North County Farm Road, Wheaton, Illinois, 60187, hereinafter called the "COUNTY" and Unlimited Advacare Inc. dba Advacare Systems located at 2939 North Pulaski Road, Chicago, IL 60141, hereinafter called the "CONTRACTOR", witnesseth;

The COUNTY and the CONTRACTOR have previously entered into a Contract, pursuant to Bid #25-002-DCC which became effective on 3/1/2025 and which will expire 2/28/2026. The contract is subject to the first of three options to renew for a twelve (12) month period.

The contract renewal shall be effective on the date of last signature and shall terminate on 2/28/2027.

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

THE COUNTY OF DUPAGE	CONTRACTOR
	[redacted]
SIGNATURE	SIGNATURE
Sara Rogers	Robert LoCascio
PRINTED NAME	PRINTED NAME
Buyer I	Vice President
PRINTED TITLE	PRINTED TITLE
	01/23/26
DATE	DATE

THE COUNTY OF DUPAGE
FINANCE - PROCUREMENT
RENTAL OF MEDICAL EQUIPMENT 25-002-DCC
BID TABULATION

				AdvaCare Systems		Integra Healthcare Equipment		Custom Medical Solutions		Arjo Inc.	
NO.	ITEM	UOM	QTY	DAILY RENTAL PRICE	EXTENDED DAILY PRICE	DAILY RENTAL PRICE	EXTENDED DAILY PRICE	DAILY RENTAL PRICE	EXTENDED DAILY PRICE	DAILY RENTAL PRICE	EXTENDED DAILY PRICE
1	Low Air Loss and Alternating Pressure Therapy Mattress – 36" x 80", 400 lb. weight capacity, safety side bolsters, built-in integrated heel slope, with or without pump	EA	15	$ 3.50	$ 52.50	$ 4.00	$ 60.00	$ 12.00	$ 180.00	$ 6.26	$ 93.90
2	Low Air Loss and Alternating Pressure Therapy Mattress – 36" x 80", 500 lb. weight capacity, built-in side bolsters, fowler boost	EA	30	$ 5.00	$ 150.00	$ 4.00	$ 120.00	$ 25.00	$ 750.00	$ 21.43	$ 642.90
3	Low Air Loss and Alternating Pressure Therapy Mattress - 42" x 80", 600 lb. weight capacity, Pulsation Therapy	EA	18	$ 6.00	$ 108.00	$ 6.00	$ 108.00	$ 25.00	$ 450.00	$ 21.44	$ 385.92
4	Low Air Loss and Alternating Pressure Therapy Mattress - 48" x 80", 1000 lb. weight capacity	EA	18	$ 7.00	$ 126.00	$ 8.00	$ 144.00	$ 25.00	$ 450.00	$ 21.44	$ 385.92
5	Bariatric Low Bed Frame - Expands from 36" - 48" wide and 80" long, 800 lb. weight capacity, 9-inch low position	EA	10	$ 8.00	$ 80.00	$ 10.00	$ 100.00	$ 55.00	$ 550.00	$ 39.50	$ 395.00
6	Standard Floor Bed - 36" x 80", expands from 80" - 84" long, 330 lb. weight capacity	EA	15	$ 10.00	$ 150.00	$ 10.00	$ 150.00	$ 18.00	$ 270.00	$ 20.52	$ 307.80
7	Foam Mattress - 36" x 80"	EA	15	$ 2.00	$ 30.00	$ 2.00	$ 30.00	$ 8.00	$ 120.00	$ 5.53	$ 82.95
8	Safety Bolster Overlay - 36"	EA	30	$ 1.00	$ 30.00	$ 1.00	$ 30.00	$ 5.00	$ 150.00	NO BID	
9	Safety Bolster Overlay - 42"	EA	10	$ 1.50	$ 15.00	$ 1.50	$ 15.00	$ 6.00	$ 60.00	NO BID	
10	Safety Bolster Overlay - 48"	EA	10	$ 2.00	$ 20.00	$ 2.00	$ 20.00	$ 7.00	$ 70.00	NO BID	
11	Floor Bed High Safety Mat - 9"	EA	20	$ 2.00	$ 40.00	$ 2.00	$ 40.00	$ 5.00	$ 100.00	NO BID	
12	Floor Bed Assist Rails	EA	15	$ 1.00	$ 15.00	$ 1.00	$ 15.00	$ 5.00	$ 75.00	NO BID	
			GRAND TOTAL		$ 816.50		$ 832.00		$ 3,225.00		$ 2,294.39

NOTES

Bid Opening 1/27/2025 @ 2:30 PM	BR, HK
Invitations Sent	78
Total Vendors Requesting Documents	2
Total Bid Responses	4

BID PRICING FORM

Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	25-002-DCC
COMPANY NAME:	ADVACare Systems
CONTACT PERSON:	Robert LoCascio
CONTACT EMAIL:	rLocascio@ADVACareSystems.com

Section II: Pricing

Quantities listed are estimates only and are provided for canvassing purposes. All goods are to be shipped F.O.B Destination, delivered and installed. Contractor shall have a truck with a lift gate, as no loading dock is available for deliveries.

NO	ITEM	BRAND NAME	UOM	QTY	DAILY RENTAL PRICE	EXTENDED DAILY PRICE
1	Low Air Loss and Alternating Pressure Therapy Mattress – 36" x 80", 400 lb. weight capacity, safety side bolsters, built-in integrated heel slope, with or without pump	MERIDIAN AIR	EA	15	$ 3.50	$ 52.50
2	Low Air Loss and Alternating Pressure Therapy Mattress – 36" x 80", 500 lb. weight capacity, built-in side bolsters, fowler boost	PRIUS Rhythm 36"	EA	30	$ 5.00	$ 150.00
3	Low Air Loss and Alternating Pressure Therapy Mattress - 42" x 80", 600 lb. weight capacity, Pulsation Therapy	Prius Rhythm 42"	EA	18	$ 6.00	$ 108.00
4	Low Air Loss and Alternating Pressure Therapy Mattress - 48" x 80", 1000 lb. weight capacity	Prius Rhythm 48"	EA	18	$ 7.00	$ 126.00
5	Bariatric Low Bed Frame - Expands from 36" - 48" wide and 80" long, 800 lb. weight capacity, 9-inch low position	unity	EA	10	$ 8.00	$ 80.00
6	Standard Floor Bed - 36" x 80", expands from 80" - 84" long, 330 lb. weight capacity	ACCORA	EA	15	$ 10.00	$ 150.00
7	Foam Mattress - 36" x 80"	GRI - Allrest	EA	15	$ 2.00	$ 30.00

NO	ITEM	BRAND NAME	UOM	QTY	DAILY RENTAL PRICE	EXTENDED DAILY PRICE
8	Safety Bolster Overlay - 36"	GRi - Alleset	EA	30	$ 1.00	$ 30.00
9	Safety Bolster Overlay - 42"	GRi - Alleset	EA	10	$ 1.50	$ 15.00
10	Safety Bolster Overlay - 48"	GRi - Alleset	EA	10	$ 2.00	$ 20.00
11	Floor Bed High Safety Mat - 9"	ACCORA	EA	20	$ 2.00	$ 40.00
12	Floor Bed Assist Rails	ACCORA	EA	15	$ 1.00	$ 15.00
					GRAND TOTAL	$ 816.50
GRAND TOTAL (In words)	Eight Hundred Sixteen Dollars and fifty Cents					

Section III: Certification

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

Signature on File

Printed Name: Robert LoCascio Signature: _____

Title: Vice President Date: 01-22-25

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:	25-002-DCC
COMPANY NAME:	ADVACARE Systems
MAIN ADDRESS:	2939 N. Pulaski RD
CITY, STATE, ZIP CODE:	Chicago IL. 60641
TELPHONE NO.:	847-322-1964
BID CONTACT PERSON:	Robert LoCascio
CONTACT EMAIL:	rLoCascio@ADVACAREsysTems.com

Section II: Contract Administration Information

Complete the contract administration information below.

CORRESPONDENCE TO CONTRACTOR:		REMIT TO CONTRACTOR:	
NAME:	ADVACare Systems	NAME:	ADVACare Systems
CONTACT:	Robert LoCascio	CONTACT:	Eric Schwager
ADDRESS:	2939 N Pulaski	ADDRESS:	2939 N Pulaski
CITY, ST., ZIP:	Chicago IL 60641	CITY, ST., ZIP:	Chicago IL 60641
PHONE NO.:	847-322-1964	PHONE NO.:	773-304-1035
EMAIL:	rLoCascio@ADVACare Systems.com	EMAIL:	ESchwager@ADVACare SysTems.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:

Signature on File

(President or Partner) (Vice-President or Partner)

(Secretary or Partner) (Treasurer or Partner)

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

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

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

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

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

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

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

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

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

Signature on File

Printed Name: Robert LoCascio Signature: _____

Title: Vice President Date: 01-22-25

Rev 1-2025

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

REQUIRED VENDOR ETHICS DISCLOSURE STATEMENT

Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	25-002-DCC
COMPANY NAME:	ADVACare Systems
CONTACT PERSON:	Robert LoCascio
CONTACT EMAIL:	rLoCascio@ADVACaresystems.com

Section II: Procurement Ordinance Requirements

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

Has the Bidder made contributions as described above?

- ☐ Yes
- ☑ No

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

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

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

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

- ☐ Yes
- ☑ No

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

NAME	PHONE	EMAIL

Section III: Violations

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

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

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

Ethics | DuPage Co. IL

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

ARTICLE VI. - PROCUREMENT | Code of Ordinances | DuPage County, IL | Municode Library

Section IV: Certification

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

Printed Name: Robert LoCascio Signature [redacted]

Title: Vice President Date: 01/23/26

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

File #: JPS-R-0004-26 **Agenda Date:** 2/24/2026 **Agenda #:** 15.A.

APPROVING AN INTERGOVERNMENTAL AGREEMENT
BETWEEN THE COUNTY OF DUPAGE, on behalf of the SHERIFF OF DUPAGE COUNTY AND GLENBARD TOWNSHIP HIGH SCHOOL DISTRICT NO. 87 PROVIDING FOR A SCHOOL RESOURCE OFFICER AND AUTHORIZING THE DEVELOPMENT OF GUIDELINES FOR RECIPROCAL REPORTING

WHEREAS, Article VII, Section 10 of the Constitution of the State of Illinois and the Intergovernmental Cooperation Act, 5 ILCS 220/1, authorize the execution of agreements and implementation of cooperative ventures between public agencies within the State of Illinois; and

WHEREAS, the School District and the County/Sheriff wish to enter into this new Agreement for the purposes of promoting safety, security, and order for District and maintaining a cooperative relationship between the District and the County/Sheriff's law enforcement efforts.

NOW, THEREFORE, BE IT RESOLVED by the County Board of the County of DuPage that:

1. The County Board Chair of the County of DuPage is authorized to enter into the attached INTERGOVERNMENTAL AGREEMENT.

2. The signature of James J. Mendrick, Sheriff of DuPage County, to be affixed on the attached INTERGOVERNMENTAL AGREEMENT is hereby ratified by the County Board of the County of DuPage to the terms of said INTERGOVERNMENTAL AGREEMENT.

3. The "INTERGOVERNMENTAL AGREEMENT BETWEEN THE COUNTY OF DUPAGE, on behalf of the SHERIFF OF DUPAGE COUNTY AND GLENBARD TOWNSHIP HIGH SCHOOL DISTRICT NO. 87 PROVIDING FOR A SCHOOL RESOURCE OFFICER AN AUTHORIZING THE DEVELOPMENT OF GUIDELINES FOR RECIPROCAL REPORTING" be attached hereto and made part of this Resolution.

BE IT FURTHER RESOLVED that the County Clerk transmit ratified copies of this Resolution, with copies of said INTERGOVERNMENTAL AGREEMENT, Glenbard Township High School District No. 87; Sheriff James J. Mendrick; the Auditor; the Treasurer; the Chief Financial Officer; and the Human Resources Department.

Enacted and approved this 24th of February, 2026 at Wheaton, Illinois.

_____

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____

JEAN KACZMAREK, COUNTY CLERK

INTERGOVERNMENTAL AGREEMENT BETWEEN
THE COUNTY OF DUPAGE, on behalf of the SHERIFF OF DUPAGE COUNTY AND
GLENBARD TOWNSHIP HIGH SCHOOL DISTRICT NO. 87
PROVIDING FOR A SCHOOL RESOURCE OFFICER AND
AUTHORIZING THE DEVELOPMENT OF GUIDELINES FOR RECIPROCAL REPORTING

THIS AGREEMENT between the COUNTY OF DUPAGE, a body corporate and politic in the State of Illinois, on behalf of the SHERIFF OF DUPAGE COUNTY ("County/Sheriff") and the BOARD OF EDUCATION OF GLENBARD TOWNSHIP HIGH SCHOOL DISTRICT NO. 87, DuPage County, Illinois, an Illinois Public School District ("School District"), is established and maintained under the authority of Sections 10-20.14 (105 ILCS 5/10-20.14) and 22-20 (105 ILCS 5/22-20) of the School Code of Illinois and in compliance with Sections 1-7 (705 ILCS 405/1-7) and 5-905 (705 ILCS 405/5-905) of the Juvenile Court Act of 1987, as currently drafted and hereafter amended.

WITNESSETH:

WHEREAS, Article VII, Section 10 of the Constitution of the State of Illinois and the Intergovernmental Cooperation Act, 5 ILCS 220/1, authorize the execution of agreements and implementation of cooperative ventures between public agencies within the State of Illinois; and

WHEREAS, the School District and the County/Sheriff wish to enter into this new Agreement for the purposes of promoting safety, security, and order for District and maintaining a cooperative relationship between the District and the County/Sheriff's law enforcement efforts.

NOW, THEREFORE, in consideration of the mutual promises herein contained, it is hereby agreed by and between the School District and the County/Sheriff as follows:

1. School Resource Officer (SRO) Program

a. The role, duties, and responsibilities of an SRO include the following: The School Resource Officer Program is designed to facilitate a positive, collaborative relationship between local law enforcement agencies, school personnel, students, and the school community at large. The Program shall direct increased and focused attention to the prevention of juvenile crime through the positive, proactive involvement of law enforcement personnel, specially trained to work with high school students, in the school setting. The Program shall also provide assistance to students and school personnel in regard to prevention of substance abuse, gang activity, violence, and other forms of socially unacceptable behavior that threaten a positive educational environment.

b. The Sheriff will ensure that each SRO receives specific training or a waiver for training, as provided in Section 10.22 of the Illinois Police Training Act, regarding working with students with disabilities to ensure appropriate and effective interactions that support their educational and behavioral needs.

c. The Sheriff shall provide the District with SRO(s) to satisfy the Responsibilities and Duties set forth in the SRO Job Description, attached as Exhibit A.

d. The Terms attached as Exhibit B shall direct the role of the SRO.

e. The SRO shall adhere to and comply with the School District's Guidelines for Interviews of Students attached as Exhibit C.

f. The Guidelines attached as Exhibit D contain specific information relating to reciprocal reporting and cooperation between the parties.

g. The parties will regularly review and evaluate the SRO Program, including community and stakeholder input. The School District's Superintendent and the County/Sheriff are authorized to periodically modify and/or amend the SRO Job Description (Exhibit A), the Terms (Exhibit B), the Guidelines for Interviews of Students (Exhibit C), and the Guidelines (Exhibit D) by mutual agreement, in writing, and executed by both parties.

h. The SRO, at all times, shall be an employee of the Sheriff and not an employee of the School District, and the School District shall not have any obligation to provide employee benefits or workers' compensation payments of any kind (except for payments as provided in Exhibit B, Paragraphs 7 and 8. The SRO, at all times, will be subject to the rules and regulations of the DuPage County Sheriff's Office, as well as all other local, state, and federal laws and regulations governing the conduct of deputy sheriffs. DuPage County Sheriff's Office regulations will be adhered to by the SRO at all times, including but not limited to, requirements regarding reporting for duty, attendance regulations, and official DuPage County Sheriff uniform requirements.

i. Both the School District and the County/Sheriff, at their sole cost and expense, shall keep in full force and effect at all times during the term of this Agreement general public liability insurance, including contractual liability coverages, workers' compensation insurance and such other types of insurance in such amounts and with such companies or self-insurance pools or self-insurance as are normally maintained in the ordinary course of business against claims for injuries to persons or damages to property that might arise under this Agreement.

j. To the fullest extent permitted by law, the School District agrees to indemnify and hold harmless the County/Sheriff, its officers, officials, agents, volunteers and employees, their successors and assigns, in their individual and official capacities (the "County/Sheriff Indemnified Parties") from and against any and all liabilities, loss, claim, demand, lien, damage, penalty, fine, interest, cost and expense, including, without limitation, reasonable attorney's fees and litigation costs, incurred by the County/Sheriff Indemnified Parties arising out of any activity of the School in performance of this Agreement, or any act or omission of the School or of any employee agent, contractor, or volunteer of the School (collectively the "School Indemnitors), but only to the extent caused in whole or in part by any negligent or willful and wanton act or omission of the School Indemnitors.

k. To the fullest extent permitted by law, the County/Sheriff agrees to indemnify and hold harmless the School District, its officers, officials, agents, volunteers and employees, their successors and assigns, in their individual and official capacities (the "School Indemnified Parties") from and against any and all liabilities, loss, claim, demand, lien, damage, penalty, fine, interest, cost and expense, including, without limitation, reasonable attorney's fees and litigation costs, incurred by the School Indemnified Parties arising out of any activity of the County/Sheriff in performance of this Agreement, or any

act or omission of the County/Sheriff or of any employee, agent, contractor, or volunteer of the County/Sheriff (collectively the “County/Sheriff Indemnitors"), but only to the extent caused in whole or in part by any negligent or willful and wanton act or omission of the County/Sheriff Indemnitors.

2. General Terms

a. *Preambles and Exhibits*. The preambles and exhibits to this Agreement are hereby incorporated as if set forth fully herein.

b. *Annual Reporting*. Beginning with the 2027-2028 school year, the Illinois State Board of Education shall require that each school district annually report, in a manner and method determined by the State Board, the number of students who were referred to a law enforcement agency or official and the number of instances of referrals made to law enforcement officials. The data reported shall be disaggregated by race/ethnicity, sex, grade level, English Learner status, and disability status [105 ILCS 5/2-3.206].

c. *Term and Termination*. This Agreement shall commence on its Effective Date and shall continue in full force and effect until it is terminated. Either party may terminate this Agreement at any time by providing the other party at least ninety (90) days prior written notice of such termination. In addition, the parties may terminate this Agreement by written mutual consent and agreement.

d. *Relationship of the Parties*. Nothing in this Agreement shall be construed to consider any party or its respective employees or agents as the agents or employees of the other party. Nothing contained in or done pursuant to this Agreement shall be construed as creating a partnership, agency, joint employer or joint venture relationship between the County/Sheriff and the School District. No party shall become bound, with respect to the parties, by any representation, act or omission of the other party. This Agreement is for the benefit of the contracting parties only and is not intended to raise or acknowledge any duty regarding conduct or other form of liability as to third parties.

e. *Entire Agreement*. This Agreement sets forth all the covenants, conditions, and promises between the parties, represents the entire agreement between the parties, end supersedes all previous communications or understandings whether oral or written. This Agreement may not be amended except by written agreement.

f. *Provisions Severable*. In the event any provision of this Agreement or the application of any such provision to any state of facts shall be declared to be illegal, unenforceable or contrary to the public policy, then such provision or application shall be null and void, but this Agreement, with such provision severed, shall continue in full force and effect.

g. *No Assignment and Successors*. No party may assign any rights or duties under this Agreement without the prior express written consent of the other party. This Agreement shall be binding upon the successors of the parties' respective governing board.

h. *Compliance with All Applicable Laws*. The Sheriff/County and the School District shall at all times observe and comply with the laws, ordinance, regulations, and codes of the Federal, State, County and other local governmental agencies which may in any manner

be applicable to the performance of this Agreement, including laws enacted after the effective date of this Agreement.

i. *Tickets/Fines.* A student must not be issued a monetary fine, or fee, ticket, or citation as a school-based disciplinary consequence or for a municipal code violation on school grounds during school hours or while taking school transportation by any person in accordance with subsection (i) of Section 10-22.6 of the Illinois School Code [105 ILCS 5/10-22.6(i)]. This shall not preclude requiring a student and/or parents/guardians to provide restitution for lost, stolen, or damaged property.

j. *Governing Law.* This Agreement shall be governed by the laws of the State of Illinois.

k. *Information Sharing.* Information may be communicated verbally among the parties at any time.

l. *Counterparts.* This Agreement may be executed in counterparts, each of which shall constitute an original, but together shall constitute one and the same Agreement. Facsimile and/or electronic signatures are valid.

m. *Effective Date.* This Agreement will be effective on the date below. If the dates differ, the last date shall be considered the effective date of this Agreement.

Board of Education of Glenbard Township High School District 87, BY: _____ President Date ATTEST: _____ Secretary Date	**The County of DuPage,** BY: _____ Chair Date ATTEST: _____ Secretary Date
	Sheriff of DuPage County, BY: _____ Sheriff Date

EXHIBIT A
SCHOOL RESOURCE OFFICER JOB DESCRIPTION RESPONSIBILITIES AND DUTIES

SRO Responsibilities

The School Resource Officer (SRO) is the law enforcement officer based in the District's school buildings and is responsible for:

1. Fostering positive relationships with students in an effort to promote greater respect for law enforcement.
2. Functioning as a law enforcement resource in a cooperative relationship with school administrators, counselors, special services personnel and faculty.
3. Contributing to the educational environment by participating in preventative programs that focus on deterring youth involvement in criminal acts, including alcohol and drug use, theft, violence, criminal gang involvement and activity, etc.
4. Assisting school officials in achieving a more effective response to student and non-student criminal offenses.
5. Serving as a law enforcement resource for students, their families, school staff and community members.
6. Acting as the local police agency's consultant to the school in the matters of law enforcement related to juveniles and adults and facilitating open communication between the local police agencies, other law enforcement agencies and school officials.

SRO Duties

The School Resource Officer shall:

1. Assist school staff in addressing infractions of all applicable local, state and federal laws.
2. Monitor and participate in police action involving students during school hours, including the investigation of all criminal activity complaints that take place on school grounds. Such investigations will be completed in cooperation with the administration of the school to which the officer is assigned.
3. Take immediate police action within departmental guidelines to protect life, prevent bodily harm, and to stop a felony or other unlawful act in progress.
4. Meet regularly with school personnel in an attempt to identify individuals or conditions that could result in delinquent behavior, formulate plans, and offer preventative solutions.
5. Provide daily and visible police presence as it relates to overall building security.
6. Play a key role in building lockdown, canine detection, and school building evacuation drills.
7. Assist school officials in handling incidents involving persons trespassing and committing criminal acts on school property.

8. Provide police supervision at a wide range of extracurricular and athletic events, including but not limited to school dances, games and special events.
9. Coordinate with other area law enforcement agencies for incident and information sharing as it relates to the school and students.
10. Serve as a resource for the teaching staff on an as needed basis for specific classroom instructional issues, including but not limited to gang education, substance abuse prevention, the Juvenile Court Act, the Illinois Criminal and Vehicle Codes, the law enforcement career field, the rights of citizens when interacting with police, the consequences of conviction or adjudication as a delinquent minor, the rights of crime victims, and crime prevention strategies.
11. Comply with the District's "Terms and Conditions for SRO Use of Body Cameras on School District Property" Policy (7:150 AP1).
12. Perform his or her duties in compliance with the District's Guidelines for Interviewing Students (Exhibit C).

EXHIBIT B
TERMS FOR SCHOOL RESOURCE OFFICER

1. *Designated School*. The Sheriff will provide one (1) SRO to be detailed and assigned to Glenbard South High School (the "Designated School").

2. *Designated SRO*. The Sheriff will assign to the Designated School the SRO chosen by the Sheriff. Final selection of the SRO will be made in consultation with the School District and the Designated School. The Sheriff will use its best efforts to assign a substitute SRO if the assigned SRO is absent for any reason.

3. *Hours*. The SRO shall report to the Designated School, on normal school days, for an 8-hour day, Monday through Friday. The District shall submit a schedule to the Sheriff. If an SRO works at special events or for more than a forty (40) hour week, the School District shall reimburse the County/Sheriff at overtime rates of pay if overtime compensation was paid by the County/Sheriff.

4. *Body Worn Camera*. The SRO shall at all times comply with the District's "Terms and Conditions for SRO Use of Body Cameras on School District Property" Board Policy and/or administrative procedures (7:150 AP1).

5. *Evaluations*. The SRO is subject to annual renewal based on a satisfactory evaluation by both the School and the Sheriff: in no case shall the position of SRO be considered a permanent assignment or change in rank of the officer currently filling the position.

6. *Reassignment*. The Sheriff reserves the right to reassign the SRO to regular police duty when personnel, natural or human made disasters or other public needs of the County/Sheriff occur. The Sheriff will notify the School District as soon as possible prior to the reassignment.

7. *Compensation and Payment Procedures*. The School District shall reimburse the County/Sheriff for the SRO as follows:
   a. Salary of the assigned officer (80%)
   b. Group health, dental, life and accidental death and dismemberment insurance premiums (80% of the County/Sheriff's contribution)
   c. FICA, Medicare and SLEP Pension (80% of the County/Sheriff's contribution)
   d. Worker's Compensation and Unemployment Compensation Insurance (80%)
   e. Overtime salary directly related to the officer's position as an SRO only with the mutual agreement of the School District and County/Sheriff(100%)

8. *County/Sheriff Calculation*. The County/Sheriff shall calculate the total salary and benefit costs for each SRO prospectively each July, based on the formula in Paragraph 8 above, and forward the calculations to the District prior to July 31. The Sheriff/County will submit to the District a monthly statement (August thru May) for one tenth (1/10) of the amount calculated in Paragraph 7a – d above, including any overtime salary incurred that month as stipulated in Paragraph 7e above.

EXHIBIT C
GUIDELINES FOR INTERVIEWS OF STUDENTS

Source: *Guidelines for Interviews of Students at School by Law Enforcement Authorities*
Published by a Committee of the Illinois Council of School Attorneys (ICSA) Revised March 2025

Exhibit C is intended to be advisory only; the parties to the Intergovernmental Agreement are not required to strictly comply with these Guidelines as currently written or as hereafter may be amended.

I. Interviews Regarding Incidents Not Related to School

Absent exigent circumstances, interviews of students by law enforcement officers about matters unrelated to school should be conducted off school premises after school hours. Exigent circumstances include the officers' reasonable fear for the safety of the school environment or community, the presence of firearms or other weapons, or officers' fear that the suspect will escape and cause danger or harm to the school community or community at large. When such interviews occur, the guidelines set forth below in Section II shall apply.

II. Procedures for Interviews At School When Exigent Circumstances Exist

When exigent circumstances exist, the following procedures shall apply:

1. The Principal or designee shall determine whether an exigent circumstance exists, in their sole discretion. The Principal or designee will verify the officer's identity and photocopy the officer's picture identification card.
2. The law enforcement officer or SRO must notify or attempt to notify the student's parent or guardian. Documentation of the time and manner in which notification was attempted must be made and a copy must be provided to the school. Reasonable efforts to ensure the student's parent or guardian is present for the questioning must be made.
3. The student shall be escorted to the Dean's office or other private area to begin the interview.
4. In the event a parent or guardian is not present, the District shall ensure that a social worker, school psychologist, school guidance counselor, or other mental health professional in the school is present during the interview.

III. SRO Interviews Regarding Incidents Related to School

1. An SRO may interview a student without prior permission from a parent/guardian when investigating a school-related incident. Examples of school-related incidents where an SRO may be utilized include, but are not limited to:
   a) Fights involving students on school property or at a school-sponsored event
   b) Threats made by a student against another student or school staff member
   c) The possession, sale or use of alcohol, drugs, look-alike drugs and other substances used with the intent to cause an altered mental state or "high"
   d) Incidents of theft, vandalism or other misconduct resulting in damage to property that take place at school or at a school-sponsored event
   e) The possession, sale, or use of weapons on school property

2. An SRO may also question a student without prior parental permission in relationship to incidents which occur off school premises but threaten the safety of the school community, provided they are not considered or treated as a criminal act. Examples of these incidents include, but are not limited to:
    a) Fights between students that may result in retaliation at school
    b) Gang-related incidents that may carry over into the school environment
    c) Threats made by students outside of school that may carry over result in problems in the school environment or at a school-sponsored event

3. An SRO and school administrators will observe the following protocols for interviews:
    a) All interviews shall take place in the Dean's office or other private setting, and not in the public areas of the school. A school administrator, social worker, school psychologist, guidance counselor, or other school mental health provider will be present for the interview.
    b) Before interviewing a student, the SRO will discuss the purpose and scope of the interview with a dean or other designated school administrator.
    c) Reasonable attempts will be made to contact the parent/guardian to inform them of the interview prior to the interview taking place. Documentation will be kept showing the reasonable attempts to contact parents or guardians.

IV. Other Interviews of Students

The following procedures shall apply when a law enforcement officer (or similar) from outside the building requests to interview a student:

1. The officer shall present proper identification to the principal or designee. The principal or designee shall make a photocopy of the officers picture identification card.
2. The officer shall inform the principal or designee of the student's name, age (if known) and the reason for the request for an interview on school premises.
3. The principal or designee shall create a written record of the officer's request, including photocopies of any legal documents presented such as subpoenas or warrants.
4. The principal or designee shall contact the student's parent(s)/guardian(s) and inform them of the officer's request. All attempts to contact parent(s)/guardian(s) shall be documented.
5. If the student exercises his or her right not to speak to law enforcement, the interview shall not proceed on school grounds.
6. If parent/guardian denies consent for the interview, the interview shall not proceed on school grounds.
7. If parent/guardian consents, the interview may proceed in the presence of an administrator, social worker, school psychologist, counselor, or dean.

V. Arrests of Students on School Premises

Police officers from outside the building and SROs assigned to the schools are authorized to arrest students when a warrant is issued for such arrest or when the officers/SROs have probable cause to believe that the student has committed a crime. An officer/SRO who arrests a student at school shall take the student into custody in a manner which minimizes disruption to the school

environment and embarrassment to the student. If the arrested student is a minor, the dean or school administrator shall promptly notify or attempt to notify the student's parent/guardian of the arrest and the location to which the student has been taken. The administrator or dean shall document such notification and/or attempts at notification.

EXHIBIT D
GUIDELINES FOR RECIPROCAL REPORTING AND COOPERATION

The following guidelines are intended to meet the requirements of the Juvenile Court Act, the Illinois School Student Records Act, and Sections 10-20.14 and 22-20 of the School Code, to reduce juvenile crime and to increase school safety by promoting the exchange of information and records between the police and school officials.

I. General Cooperation

A. The Superintendent of the School District will provide the Police Chief with a list of appropriate school personnel ("School Officials"') to be contacted as needed. The list will contain regular and emergency telephone numbers and identify who should be contacted for various types of matters and the order in which they are to be contacted.

B. The Police Chief will provide the School District with a list of officers ("Police Officials") who will have responsibility for implementing these guidelines. The list will contain at least one primacy and two backup officers. The list will further contain the officers' regular and emergency telephone and pager numbers, and will identify which officers are to be contacted for various types of problems and the order in which the officers are to be contacted.

C. The School District administration and the primary and backup officers on the Police Chief's list will meet to facilitate and review implementation of these guidelines as often as necessary.

II. Reporting by School Officials to Police Officials

A. School Officials will promptly report to Police Officials the activity of students that involves or is suspected to involve:

1. *Firearms:* Any verified incident involving firearms in a school or on school-owned or leased property and on any school transportation used by the school for its students or school personnel. (105 ILCS 5/10-27.1A).
2. *Weapons:* Includes items such as guns and knives, explosives, impact devices or any item attempted to be used or used as a weapon.
3. *Drugs:* A verified incident involving drugs in or on school property or school transportation used by the school for its students or school personnel (105 ILCS 5/10-27.1B). “Drug” means “cannabis” as defined under Section 3 of the Cannabis Control Act (720 ILCS 550/3), “narcotic drug” as defined under subsection aa of Section 102 of the Illinois Controlled Substance Act (720 ILCS 570/102), or “methamphetamine” as defined under Section 10 of the Methamphetamine Control and Community Protection Act (720 ILCS 646/10).
4. *Cannabis or Illegal Drugs on or Near School Property:* Within 48 hours of becoming aware, report a violation of the Cannabis Control Act, the Illinois Controlled Substance Act, or the Methamphetamine Control and Community Protection Act, on school property, or within 1,000 feet of school property or transportation used, owned, or leased by the school to transport students (105 ILCS 127/2).

B. Records or information may be released to Police Officials if such information is needed by the Police Officials to protect the health or safety of the student or other persons, provided the parents of the student are notified no later than the next school day after the information is released and consistent with the requirements under 23 Ill. Admin. Code. 375.60. Factors to consider in determining whether an emergency permitting release of the information exists include:

1. Degree of the Threat: What is the seriousness of the threat to health or safety of the student or others?
2. Need: Is there a need for records in order to meet the emergency?
3. Police Involvement: Are the police in a position to deal with the emergency?
4. Urgency: To what extent is time of the essence?

C. In accordance with Section 10/6(a)(6.5) of the Illinois School Student Records Act, and consistent with these Guidelines, the District may release school student records and/or information to law enforcement officials when necessary for the discharge of their official duties upon a request for information prior to adjudication of the student and if certified in writing that the information will not be disclosed to any other party except as provided under law or order of court. “Juvenile authorities” include probation officers, law enforcement officers and prosecutors, and others as defined in Section 10/6(a)(6.5).

III. Reporting By Police Officials to School Officials

A. Consistent with the Juvenile Court Act, Police Officials will report to School Officials the following violations (or suspected violations) with respect to a student enrolled in one of the School District's schools who has been arrested, is awaiting arrest, or taken into custody for the following offenses:

1. Any violation of Article 24 of the Criminal Code (e.g., unlawful use of weapons).
2. A violation of the Illinois Controlled Substances Act.
3. A violation of the Cannabis Control Act.
4. A forcible felony as defined in Section 2-8 of the Criminal Code including murder, criminal sexual assault, robbery, burglary, arson, kidnapping, aggravated battery resulting in bodily harm or permanent disability or disfigurement, and any other felony that involves the use or threat of physical force or violence.
5. A violation of the Methamphetamine Control and Community Protection Act.
6. A violation of Section 1-2 of the Harassing and Obscene Communications Act (e.g., using electronic communication devices to send obscene, threatening, or harassing messages); A violation of the Hazing Act (e.g., requiring a student to perform any act for the purpose of induction or admission into any group, organization, or society).
7. A violation of Section 12-1 (assault), 12-2 (aggravated assault), 12-3 (battery), 12-3.05 (aggravated battery), 12-3.1 (battery of an unborn child), 12-3.4 (violation of an order of protection), 12-3.5 (interfering with the reporting of domestic violence), 12-5 (reckless conduct), 12-7.3 (stalking), 12-7.4 (aggravated stalking), 12-7.5 (cyberstalking), 25-1 (mob action), or 25-5 (unlawful participation in street gang related activity) of the Criminal Code of 1961 or the Criminal Code of 2012.

B. As required by Section 22-20 of the Illinois School Code, Police Officials shall report to School Officials whenever a student is detained for proceedings under the Juvenile Court Act or for any criminal offense, including gang activity, or any violation of a municipal or County ordinance. The report shall include the basis for the detention, the circumstances surrounding the detention, and the status of the proceedings. The report shall be updated as appropriate to notify the School Official of developments and disposition of the matter. All such reports shall be kept in a secure location separate from the student's official school record and shall be used by School Officials determined to have a legitimate educational or safety interest solely to aid in the proper rehabilitation of the student and to protect the safety of students and employees in the schools.

C. In administering Section 22-20 of the School Code and these guidelines, law enforcement officials are not obligated to initiate reporting to the School District the detention of students for conduct deemed by Police Officials to be minor and unlikely to assist in the rehabilitation of the student or the protection or safety of students and employees in the School District. In contrast, conduct involving vandalism, violence, gangs, weapons, drugs, alcohol, runaways, family disputes, abuse or an appearance in court as a juvenile or an adult for other than minor traffic offenses would be reported. More generally, Police Officials will share information with School Officials where student misconduct outside of school is likely to be carried into school or school activities, or have a significant impact on the safety and well-being of students, staff, and community members associated with the schools. In turn, School Officials will share information with law enforcement officials where student misconduct in school or at school activities is likely to extend into the community or involve an offense for which reporting is required by law.

D. Information derived from law enforcement records shall be kept separate from and shall not become part of the official school record of a student, nor shall it become a public record. The information shall be used solely by the appropriate school official(s) whom the School District determines to have a legitimate educational or safety interest to aid in the proper rehabilitation of the student and to protect the safety of students and employees in the school building. Police Officials and School Officials may determine it to be in the best interest of the student that they be referred to in-school or community -based social services. These "Rehabilitation services" may include: interventions by the school support personnel, evaluations for eligibility for special education, referrals to community-based agencies, behavioral healthcare service providers, drug and alcohol prevention or treatment programs, and other interventions deemed appropriate for the student.

E. In the event a student is the subject of a law enforcement investigation directly related to school safety, Police Officials shall provide appropriate School Officials oral, rather than written, juvenile law enforcement records. These records shall be used solely by the appropriate School Officials to protect the safety of students and employees and to aid in the proper rehabilitation of the student. Such information shall remain separate from and shall not become part of the school student record, nor shall it become a public record.

F. Although the provisions of the Juvenile Court Act do not apply to students aged 17 or older, Police Officials shall provide School Officials with the same information regarding suspected criminal offenses committed by students ages 17 and older as is reported for students included in the scope of the Juvenile Court Act under these guidelines.

IV. Confidentiality and Records

A. *Content of Criminal Activity Information*. All criminal activity information shall include the names of all involved persons, including District students and minors, except in cases where the name of the victim is protected under the Rights of Crime Victims and Witnesses Act, 725 ILCS 120/1, et seq., as amended, or other applicable law.

B. *Confidentiality of Law Enforcement Records and Criminal Activity Information*. Any law enforcement records subject to disclosure under these guidelines shall not be disclosed or made available in any form to any person or agency other than as set forth in these guidelines or as authorized by law. Police Officials and School Officials shall develop procedures to ensure such nondisclosure of criminal activity information, accept as may be authorized by law or set forth in these guidelines. Such procedures shall be designed to also ensure that any criminal activity information is not available to other employees, or any persons other than as authorized by these guidelines or by law.

C. *Illinois School Student Records Act*. This Section III and these guidelines are intended to satisfy Section 6(a)(6.5) of the Illinois School Student Records Act, 105 ILCS 10/6(a)(6.5), which authorizes a school district to release information to law enforcement officers when necessary for the discharge of their official duties prior to adjudication of the student and upon written certification that the information disclosed by the school will not be disclosed to any other party, except as provided by law or order of court.

D. *Law Enforcement Records*. School Officials shall follow State and Federal laws regarding student records. Consistent with Section 10/2(d) of the Illinois School Student Records Act, reports of Police Officials working in a school shall be deemed the reports of a law enforcement professional and shall not be considered a student record. 105 ILCS 10/2(d). For purposes of the Family Educational Rights and Privacy Act of 1974, 20 U.S.C. 1232g, Police Officials designated to work with the School District pursuant to these guidelines shall be considered a law enforcement unit of the school such that the records created by Police Officials for the purpose of law enforcement shall not be considered educational records.

V. Other Terms and Conditions

A. *Indemnification*. To the fullest extent permitted by law, the School District agrees to indemnify and hold harmless the County/Sheriff, its officers, officials, agents, volunteers and employees, their successors and assigns, in their individual and official capacities (the "County/Sheriff Indemnified Parties") from and against any and all liabilities, loss, claim, demand, lien, damage, penalty, fine, interest, cost and expense, including, without limitation, reasonable attorneys' fees and litigation costs, incurred by the County/Sheriff Indemnified Parties arising out of any activity of the School in performance of these

Guidelines, or any act or omission of the School or of any employee agent, contractor, or volunteer of the School (collectively the "School Indemnitors"), but only to the extent caused in whole or in part by any negligent or willful and wanton act or omission of the School Indemnitors. To the fullest extent permitted by law, the County/Sheriff agrees to indemnify and hold harmless the School District, its officers, officials, and volunteers and employees, their successors and assigns, in their individual and official capacities (the "School Indemnified Parties") from and against any and all liabilities, loss, claim, demand, lien, damage, penalty, fine, interest, cost and expenses, including, without limitation, reasonable attorneys' fees and litigation costs, incurred by the School Indemnified Parties arising out of any activity of the County/Sheriff in performance of these Guidelines, or any act or omission of the County/Sheriff or of any employee agent, contractor, or volunteer of the County/Sheriff (collectively the "County/Sheriff Indemnitors"), but only to the extent caused in whole or in part by any negligent or willful an wanton act or mission of the County/Sheriff Indemnitors.

B. *Term and Renewal*. These guidelines shall immediately take effect on the date of the last signature and shall be in full force and effect for a period of two (2) years thereafter. These guidelines shall automatically renew for successive two (2) year periods unless terminated as provided below.

C. *Termination*. These guidelines may be terminated at any time upon thirty (30) days advance written notice by either party.

D. *Amendments and Modifications*. These guidelines may be modified or amended from time to time provided, however, no such amendment or modifications shall be effective unless reduced to writing and duly signed by an authorized representative of the parties.

E. *Savings Clause*. If any provision of these guidelines, or the application of such provision, shell be rendered or declared invalid by a court of competent jurisdiction, or by reason of its requiring any steps, actions or results, the remaining parts or portions of these guidelines shall remain in full force and effect.

F. *Sharing of Information*. Information may be communicated verbally among the designees at any time deemed necessary by the designee.

G. *Entire Agreement*. These guidelines set forth all the covenants, conditions and promises between the parties. There are no covenants, promises, agreements, conditions or understandings between the parties, either oral or written, other than those contained in these guidelines.

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

File #: JPS-P-0015-26 **Agenda Date:** 2/17/2026 **Agenda #:** 8.C.

AWARDING RESOLUTION ISSUED TO
ZOHO CORPORATION
TO PROVIDE SUPPORT FOR APPS & LICENSES
FOR THE SHERIFF'S OFFICE
(CONTRACT TOTAL NOT TO EXCEED $40,630.00)

WHEREAS, a sole source quotation has been obtained in accordance with 55 ILCS 5/5-1022 and County Board policy; and

WHEREAS, the County is authorized to enter into a Sole Source Agreement pursuant to Section 2-350 of the DuPage County Procurement Ordinance; and

WHEREAS, based upon supporting documentation provided by the using Department, the Chief Procurement Officer has determined that it is not feasible to secure bids or that there is only one source for the required goods or services, and/or has determined that it is in the best interests of the County to consider only one supplier who has previous expertise relative to the subject procurement; and

WHEREAS, in accordance with the Chief Procurement Officer's determination, the Judicial and Public Safety Committee recommends County Board approval for the issuance of a contract to ZOHO Corporation, to provide support for apps and licenses, for the period of January 6, 2026 through January 5, 2027, for the Sheriff's Office.

NOW, THEREFORE BE IT RESOLVED, that County Contract, covering said, to provide support for apps and licenses, for the period of January 6, 2026, through January 5, 2027, for the Sheriff's Office, be, and it is hereby approved for issuance of a contract by the Procurement Division to, ZOHO Corporation, 4141 Hacienda Drive Pleasanton, CA 94588, for a contract total amount not to exceed $ 40,630.00. Pursuant to 55 ILCS 5/5-1022 (c) not suitable for competitive bids. (Sole provider ZOHO does not utilize or authorize third-party resellers.)

Enacted and approved 24th day of February, 2026 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#: 26-0626	RFP, BID, QUOTE OR RENEWAL #:	INITIAL TERM WITH RENEWALS: 1 YR + 1 X 1 YR TERM PERIOD	INITIAL TERM TOTAL COST: $40,630.00
COMMITTEE: JUDICIAL AND PUBLIC SAFETY	TARGET COMMITTEE DATE: 02/17/2026	PROMPT FOR RENEWAL:	CONTRACT TOTAL COST WITH ALL RENEWALS: $40,630.00
	CURRENT TERM TOTAL COST: $40,630.00	MAX LENGTH WITH ALL RENEWALS: ONE YEAR	CURRENT TERM PERIOD: FIRST RENEWAL
Vendor Information		*Department Information*	
VENDOR: Zoho Manage Engine	VENDOR #:	DEPT: DuPage County Sheriff's Office	DEPT CONTACT NAME: Jason Snow
VENDOR CONTACT: Abinesh Kumar N	VENDOR CONTACT PHONE: +1 360 245 4213	DEPT CONTACT PHONE #: 630-405-2071	DEPT CONTACT EMAIL: jason.snow@dupagesheriff.org
VENDOR CONTACT EMAIL: abinesh@manageengine.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.). Zoho ManageEngine handles support tickets, change management, endpoint management, MDM, software deployment, patch deployment, and automation for some items (we are expanding the automation). This is the yearly renewal for our suite of systems.

JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished

We have had most of these apps in place for four plus years. We are building and have built core functions around these 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.

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. MANUFACTURER
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. 1. This procurement is a support and licensing renewal, not a new system acquisition. 2. The currently deployed platform is fully integrated and operational across: o Endpoint management, AD automation workflows, Compliance auditing, IT service management 3. The architecture includes cross-system automation that would require significant redevelopment if replaced. 4. There have been no material changes in operational requirements that would justify replacing a functioning enterprise platform. 5. Transitioning to another vendor would require: o Full system migration, Workflow redevelopment, Data migration, Staff retraining, Increased cost and operational disruption
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. 1. This procurement is a support and licensing renewal, not a new system acquisition. 2. The currently deployed platform is fully integrated and operational across: o Endpoint management, AD automation workflows, Compliance auditing, IT service management 3. The architecture includes cross-system automation that would require significant redevelopment if replaced. 4. There have been no material changes in operational requirements that would justify replacing a functioning enterprise platform. 5. Transitioning to another vendor would require: o Full system migration, Workflow redevelopment, Data migration, Staff retraining, Increased cost and operational disruption
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. 1. Requirements Inventory Review o Documented operational requirements, including: AD provisioning workflows with approval routing, Application deployment triggered by AD group membership, On-premise MDM,OS imaging (on-premise),Patch management, CJIS-aligned AD auditing, Self-service password reset + MFA, Asset auto-discovery feeding ITSM CMDB, Role-based delegation without Domain Admin privileges, Cross-platform automation between identity and endpoint systems 2. Vendor Capability Comparison o Reviewed vendor documentation, feature matrices, and architecture diagrams. Conducted product demonstrations where applicable. Contacted vendor representatives to confirm integration capabilities and deployment models. Evaluated whether equivalent functionality required multiple third-party products. 3. Integration & Architecture Analysis o Determined whether vendors provided: Native workflow engines, Native AD automation tied to endpoint actions, Unified licensing across modules, On-premise deployment (required for CJIS-sensitive operations) o Assessed migration complexity and compliance impact. 4. Total System Replacement Assessment o Estimated impact to: Workflow automation, Asset management integration, Compliance auditing, Staff retraining The following manufacturers and product suites were reviewed for functional equivalency: 1. Microsoft Products Reviewed: Microsoft Intune, Microsoft Configuration Manager, Microsoft Entra ID, Microsoft Sentinel Findings: Would require multiple cloud subscriptions, additional licensing tiers, Sentinel SIEM deployment, and separate workflow tooling to replicate AD automation and auditing functions currently integrated within ManageEngine. 2. Ivanti Products Reviewed: Ivanti Endpoint Manager, Ivanti Neurons for ITSM, Ivanti Identity Director Findings: Equivalent functionality requires multiple product modules and additional integration licensing. Workflow automation and AD provisioning are not natively unified under a single architecture, as in the current deployment. 3. SolarWinds Products Reviewed: SolarWinds Service Desk, SolarWinds Access Rights Manager, SolarWinds Patch Manager Findings: Would require separate endpoint, auditing, and ITSM modules. Limited native AD workflow automation compared to the current ADManager deployment. No unified on-premise workflow engine equivalent.

SECTION 5: Purchase Requisition Information

Send Purchase Order To:		*Send Invoices To:*	
Vendor: Zoho Manage Engine	Vendor#:	Dept: DuPage County Sheriff's Office	Division: Civil Department
Attn: Abinesh Kumar N	Email: abinesh@manageengine.com	Attn: Colleen Zbilski	Email: colleen.zbilski@dupagesheriff.org
Address: 4141 Hacienda Drive	City: Pleasanton	Address: 501 N County Farm RD	City: Wheaton
State: CA	Zip: 94588	State: IL	Zip: 60187
Phone: +1 360 245 4213	Fax:	Phone: 630-407-2122	Fax:
Send Payments To:		*Ship to:*	
Vendor: Zoho Manage Engine	Vendor#:	Dept: DuPage County Sheriff's Office	Division: IT Department
Attn: Abinesh Kumar N	Email: abinesh@manageengine.com	Attn: Jason Snow	Email: jason.snow@dupagesheriff.org
Address: 4141 Hacienda Drive	City: Pleasanton	Address: 501 N County Farm RD	City: Wheaton
State: CA	Zip: 94588	State: IL	Zip: 60187
Phone: +1 360 245 4213	Fax:	Phone: 630-407-2072	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Jan 6, 2026	Contract End Date (PO25): Jan 5, 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	EA		ManageEngine Endpoint Central Security Edition - Perpetual Model - Single Installation License Fee for additional 150 (total 750) endpoints and Single User License	FY26	1000	4404	53806		5,962.00	5,962.00
2	1	EA		ManageEngine Endpoint Central Security Edition - AMS Model - Annual Maintenance and Support Fee for 750 endpoints and Single User License	FY26	1000	4404	53806		8,352.00	8,352.00
3	1	EA		ManageEngine Endpoint Central Security Edition - Perpetual Model - Single Installation License fee for additional 50 (total 150) Servers	FY26	1000	4404	53806		3,500.00	3,500.00
4	1	EA		ManageEngine Endpoint Central Security Edition - AMS Model - Annual Maintenance and Support fee for 150 Servers	FY26	1000	4404	53806		3,057.00	3,057.00
5	1	EA		ManageEngine Endpoint Central Security Edition - AMS Model - Annual Maintenance and Support fee for additional 7 users	FY26	1000	4404	53806		810.00	810.00
6	1	EA		ManageEngine Endpoint Central Security Edition - Perpetual Model - DEX Manager Add-on - Single Installation License fee for 900 Endpoints	FY26	1000	4404	53806		6,512.00	6,512.00
7	1	EA		ManageEngine Endpoint Central Security Edition - AMS Model - DEX Manager Add-on - Annual Maintenance and Support fee for 900 Endpoints	FY26	1000	4404	53806		1,410.00	1,410.00
8	1	EA		ManageEngine Endpoint Central Security Edition - AMS Model - Annual Maintenance and Support fee for Secure Gateway Server	FY26	1000	4404	53806		190.00	190.00
9	1	EA		ManageEngine Service Desk Plus Enterprise Edition - AMS Model - Annual Maintenance and Support fee for 8 Technicians (600 nodes)	FY26	1000	4404	53806		3,311.00	3,311.00
10	1	EA		ManageEngine ADAudit Plus Professional Edition - Subscription Model - Annual Subscription fee for 5 Domain Controllers valid	FY26	1000	4404	53806		1,795.00	1,795.00
11	1	EA		ManageEngine ADAudit Plus Professional Edition - Subscription Model - Annual subscription fee for 80 Windows Servers	FY26	1000	4404	53806		2,775.00	2,775.00
12	1	EA		ManageEngine ADAudit Plus Professional Edition - Subscription Model - Annual Subscription Fee for 500 Workstations valid	FY26	1000	4404	53806		945.00	945.00

LN	Qty	UOM	Item Detail (Product #)	Description	FY	Company	AU	Acct Code	Sub-Accts/ Activity Code	Unit Price	Extension
13	1	EA		ManageEngine ADAudit Plus Professional Edition - Subscription Model - Annual subscription fee for 15 File Servers	FY26	1000	4404	53806		3,174.00	3,174.00
14	1	EA		ManageEngine ADAudit Plus Professional Edition - Subscription Model - Annual subscription fee for 1 Cloud Account or Azure AD tenant account	FY26	1000	4404	53806		995.00	995.00
15	1	EA		ManageEngine ADManager Plus Professional Edition - AMS Model - Annual Maintenance and Support fee for 1 Domain (Unrestricted Objects) with 8 help desk technicians	FY26	1000	4404	53806		1,441.00	1,441.00
16	1	EA		ManageEngine ADManager Plus Professional Edition - AMS Model - Annual Maintenance and Support fee for 1500	FY26	1000	4404	53806		218.00	218.00
17	1	EA		ManageEngine ADSelfService Plus Professional Edition - AMS Model - Annual Maintenance and Support fee for 600	FY26	1000	4404	53806		698.00	698.00
18	1	EA		Edu/Gov/Non-profit Discount	FY26	1000	4404	53806		-4,515.00	-4,515.00
FY is required, ensure the correct FY is selected.										Requisition Total	$ 40,630.00

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.

ManageEngine
a division of Zoho Corp.

Phone: +1-925-924-9500
Fax: +1-925-924-9600
Email: sales@manageengine.com

ZOHO Corp, 4141 Hacienda Drive, Pleasanton, CA 94588, USA

ManageEngine Pricing

Zoho Corp is pleased to provide a price quote for ManageEngine products. The pricing model is described in the table below:

Dated: 10th February 2026

SKU	Product Description	Unit Price	Quantity	Amount
85512.0N4	ManageEngine Endpoint Central Security Edition - Perpetual Model - Single Installation License Fee for additional 150 (total 750) endpoints and Single User License	5,962.00	1	5,962.00
85512.0M4	ManageEngine Endpoint Central Security Edition - AMS Model - Annual Maintenance and Support Fee for 750 endpoints and Single User License co-termed till 18th November 2026	8,352.00	1	8,352.00
85512.0NS4	ManageEngine Endpoint Central Security Edition - Perpetual Model - Single Installation License fee for additional 50 (total 150) Servers	3,500.00	1	3,500.00
85512.0MS4	ManageEngine Endpoint Central Security Edition - AMS Model - Annual Maintenance and Support fee for 150 Servers co-termed till 18th November 2026	3,057.00	1	3,057.00
85510.0MU3	ManageEngine Endpoint Central Security Edition - AMS Model - Annual Maintenance and Support fee for additional 7 users co-termed till 18th November 2026	810.00	1	810.00
85510.0NDEX4	ManageEngine Endpoint Central Security Edition - Perpetual Model - DEX Manager Add-on - Single Installation License fee for 900 Endpoints	6,512.00	1	6,512.00
85510.0MDEX4	ManageEngine Endpoint Central Security Edition - AMS Model - DEX Manager Add-on - Annual Maintenance and Support fee for 900 Endpoints co-termed till 18th November 2026	1,410.00	1	1,410.00
85510.0MSG1	ManageEngine Endpoint Central Security Edition - AMS Model - Annual Maintenance and Support fee	190.00	1	190.00

	for Secure Gateway Server co-termed till 18th November 2026			
46219.32M	ManageEngine Service Desk Plus Enterprise Edition - AMS Model - Annual Maintenance and Support fee for 8 Technicians (600 nodes) co-termed till 18th November 2026	3,311.00	1	3,311.00
88005.0SD2	ManageEngine ADAudit Plus Professional Edition - Subscription Model - Annual Subscription fee for 5 Domain Controllers valid till 18th November 2026	1,795.00	1	1,795.00
88005.1SWS4	ManageEngine ADAudit Plus Professional Edition - Subscription Model - Annual subscription fee for 80 Windows Servers valid till 18th November 2026	2,775.00	1	2,775.00
88005.0SW3	ManageEngine ADAudit Plus Professional Edition - Subscription Model - Annual Subscription Fee for 500 Workstations valid till 18th November 2026	945.00	1	945.00
88005.0SF4	ManageEngine ADAudit Plus Professional Edition - Subscription Model - Annual subscription fee for 15 File Servers valid till 18th November 2026	3,174.00	1	3,174.00
88005.0SCAZ1	ManageEngine ADAudit Plus Professional Edition - Subscription Model - Annual subscription fee for 1 Cloud Account or Azure AD tenant account valid till 18th November 2026	995.00	1	995.00
87036.61M	ManageEngine ADManager Plus Professional Edition - AMS Model - Annual Maintenance and Support fee for 1 Domain (Unrestricted Objects) with 8 help desk technicians co-termed till 18th November 2026	1,441.00	1	1,441.00
87106.6MRB3	ManageEngine ADManager Plus Professional Edition - AMS Model - Annual Maintenance and Support fee for 1500 User Objects co-termed till 18th November 2026	218.00	1	218.00
67215.5M	ManageEngine ADSelfService Plus Professional Edition - AMS Model - Annual Maintenance and Support fee for 600 Domain Users co-termed till 18th November 2026	698.00	1	698.00
			Total	**$ 45,145.00**
			Edu/Gov/ Non-profit Discount	**-$ 4,515.00**
			Grand Total	**$ 40,630.00**

Important Note: Local taxes as applicable

1. Validity

Prices are open for acceptance for 30 days from the date of offer. Please reconfirm the prices after the expiry date or before sending your Purchase Order.

2. Payment Terms

a) Net 60 Days.

3. Payment Mode

a) You can purchase through our online store (or) I can send you a customized link to purchase through a credit card.
b) Please issue Purchase Order via email to **abinesh@manageengine.com** along with the end user email address.
c) Please mention the Accounts Payable contacts in the PO.
d) Zoho Corp accepts payment by valid company check or wire transfer. Please contact Zoho Corp for wire transfer particulars.

Sincerely,

Abinesh Kumar N
Sales Co-Ordinator
E-mail: abinesh@manageengine.com

ZOHO Corp, 4141 Hacienda Drive, Pleasanton, CA 94588, USA

Zoho Sign Document ID: DFB143683-7_I5XDC_BWME3QVZXZWI-PW_SPXDRQQRRQPHGNSU4HS

Zoho Corporation
4141, Hacienda Drive, Pleasanton, California, 94588

SOLE SOURCE LETTER

Date: 21/01/2026

To,

Dupage County Sheriff's Office,

501 N County Farm Road,

Wheaton Ilinois 60187.

Subject: Sole Source Confirmation Letter.

Dear Sir/Madam,

This is to confirm that Zoho Corporation having it's registered office at 4141, Hacienda Drive, Pleasanton, California, 94588 is our sole authorized distributor authorized to distribute, resell and support ManageEngine suite of products in the United States.

You may obtain the ManageEngine product licenses from Zoho Corporation.

For Zoho Corporation,

Signature:

Name: Tony Thomas

Title: Director

e-mail ID: legal@zohocorp.com

Zoho Sign Document ID: DFB143683-YM8PDNXUQHCEZGM1QGUEFRGXJLKEOJAS1VNPDQE-8JA

Required Vendor Ethics Disclosure Statement

Failure to complete and return this form may result in delay or cancellation of the County's Contractural Obligation.

Date: 24/12/2025

Bid/Contract/PO #:

Company Name: Zoho Corporation	Company Contact:
Contact Phone: 360 245 4213	Contact Email: legal@zohocorp.com

The DuPage County Procurement Ordinance requires the following written disclosures prior to award:

1. Every contractor, union, or vendor that is seeking or has previously obtained a contract, change orders to one (1) or more contracts, or two (2) or more individual contracts with the county resulting in an aggregate amount at or in excess of $25,000, shall provide to Procurement Services Division a written disclosure of all political campaign contributions made by such contractor, union, or vendor within the current and previous calendar year to any incumbent county board member, county board chairman, or countywide elected official whose office the contract to be awarded will benefit. The contractor, union or vendor shall update such disclosure annually during the term of a multi-year contract and prior to any change order or renewal requiring approval by the county board. For purposes of this disclosure requirement, "contractor or vendor" includes owners, officers, managers, lobbyists, agents, consultants, bond counsel and underwriters counsel, subcontractors and corporate entities under the control of the contracting person, and political action committees to which the contracting person has made contributions

☑ **NONE (check here) - If no contributions have been made**

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

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

☑ **NONE (check here) - If no contacts have been made**

Lobbyists, Agents and Representatives and all individuals who are or will be having contact with county officers or employees in relation to the contract or bid	Telephone	Email

A contractor or vendor that knowingly violates these disclosure requirements is subject to penalties which may include, but are not limited to, the immediate cancellation of the contract and possible disbarment from future county contracts.

Continuing disclosure is required, and I agree to update this disclosure form as follows:

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

The full text for the county's ethics and procurement policies and ordinances are available at:
http://www.dupageco.org/CountyBoard/Policies/

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

Authorized Signature [redacted]

Printed Name Tony Thomas

Title Director

Date 26-Dec-2025

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

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

File #: JPS-P-0016-26 **Agenda Date:** 2/17/2026 **Agenda #:** 15.C.

AWARDING RESOLUTION ISSUED TO
POLARIS PHARMACY SERVICES OF WARRINGTON
DBA CONTRACT PHARMACY SERVICES
TO PROVIDE PHARMACEUTICAL SERVICES AND SUPPLIES
FOR SHERIFF'S OFFICE
(CONTRACT TOTAL AMOUNT $680,444.38)

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

WHEREAS, the Judicial and Public Safety Committee recommends County Board approval for the issuance of a contract to Polaris Pharmacy Services of Warrington/DBA Contract Pharmacy Services, to provide pharmaceutical services and supplies, for the period of February 26, 2026, through February 25, 2027, for Sheriff's Office.

NOW, THEREFORE BE IT RESOLVED, that said contract is to provide pharmaceutical services and supplies, for the period of February 26, 2026, through February 25, 2027, for Sheriff's Office, be, and it is hereby approved for issuance of a contract by the Procurement Division to Polaris Pharmacy Services of Warrington/DBA Contract Pharmacy Services, 2900 NW 60th Street Fort Lauderdale, FL 33309, for a contract total amount not to exceed $680,444.38, per lowest responsible bid #23-116-SHF.

Enacted and approved 24th day of February, 2026 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*	
MINUTETRAQ ID#: 26-0635	RFP, BID, QUOTE OR RENEWAL #: 23-116-SHF	INITIAL TERM WITH RENEWALS: 1 YR + 3 X 1 YR TERM PERIODS	INITIAL TERM TOTAL COST: $680,444.38
COMMITTEE: JUDICIAL AND PUBLIC SAFETY	TARGET COMMITTEE DATE: 02/17/2026	PROMPT FOR RENEWAL: 3 MONTHS	CONTRACT TOTAL COST WITH ALL RENEWALS: $2,721,777.52
	CURRENT TERM TOTAL COST: $680,444.38	MAX LENGTH WITH ALL RENEWALS: FOUR YEARS	CURRENT TERM PERIOD: SECOND RENEWAL

Vendor Information		*Department Information*	
VENDOR: Polaris Pharmacy Services of Warrington, LLC DBA Contract Pharmacy Services	VENDOR #:	DEPT: Sheriff	DEPT CONTACT NAME: Commander John Putnam
VENDOR CONTACT: Steve Baker	VENDOR CONTACT PHONE: 800-589-9747	DEPT CONTACT PHONE #: 630-407-2050	DEPT CONTACT EMAIL: john.putnam@dupagesheriff.org
VENDOR CONTACT EMAIL: sbaker@polarisrx.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.).
This contract purchase order provides pharmaceutical services and supplies for the detainees of the DuPage County Correctional Center as per low bid 23-116-shf. The contract total is 680,444.38 (not to exceed). This is the second of three possible renewals.

JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished
Mandate to provide medical care to detainees.

SECTION 2: DECISION MEMO REQUIREMENTS

DECISION MEMO NOT REQUIRED RENEWAL	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.

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			
Send Purchase Order To:		*Send Invoices To:*	
Vendor: Polaris Pharmacy Services of Warrington, LLC DBA Contract Pharmacy Services	Vendor#:	Dept: Sheriff	Division: Budget Support
Attn: Robert Meyer	Email: rmeyer@polarisrx.com	Attn: Colleen Zbilski	Email: colleen.zbilski@dupagesheriff.org
Address: 2900 NW 60th St	City: Ft Lauderdale	Address: 501 N County Farm RD	City: Wheaton
State: FL	Zip: 33309	State: IL	Zip: 60187
Phone: 800-589-9747	Fax:	Phone: 630-407-2212	Fax:
Send Payments To:		*Ship to:*	
Vendor: Polaris Pharmacy Services of Warrington, LLC DBA Contract Pharmacy Services	Vendor#:	Dept: Sheriff	Division: Corrections-Medical
Attn: Robert Meyer	Email: rmeyer@polarisrx.com	Attn: Orlando Venecia	Email: orlando.venecia@dupagersheriff.org
Address: 2900 NW 60th ST	City: Ft Lauderdale	Address: 501 N County Farm RD	City: Wheaton
State: FL	Zip: 33309	State: IL	Zip: 60187
Phone: 800-589-9747	Fax:	Phone: 630-407-2222	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Feb 26, 2026	Contract End Date (PO25): Feb 25, 2027
Contract Administrator (PO25):			

Purchase Requisition Line Details											
LN	Qty	UOM	Item Detail (Product #)	Description	FY	Company	AU	Acct Code	Sub-Accts/ Activity Code	Unit Price	Extension
1	1	EA		Pharmaceutical services and supplies	FY26	1000	4410	52300		567,036.98	567,036.98
2	1	EA		Pharmaceutical services and supplies	FY27	1000	4410	52300		113,407.40	113,407.40
FY is required, assure the correct FY is selected.										Requisition Total	$ 680,444.38

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
PHARMACEUTICAL SERVICES FOR INMATES
23-116-SHF
BID TABULATION

✓

			Polaris Pharmacy Services dba Contract Pharmacy Services	
NO.	ITEM	VALUE	**ADJUSTMENT (-, +)%**	**EXTENDED PRICE**
SECTION A: Wholesale Acquisition Cost (WAC)				
1	Brand Name Medication	$ 663,615.03	**-8.50%**	**$ 607,207.75**
2	Generic Medication	$ 178,618.00	**-80.00%**	**$ 35,723.60**
3	Over-the-Counter Medication	$ 4,974.70	**-25.00%**	**$ 3,731.03**
NO.	ITEM	VOLUME	**DISPENSING FEE**	**EXTENDED PRICE**
SECTION B: Dispensing Fee per Prescription				
4	Brand Name Medication	9,018	**$ 1.40**	**$ 12,625.20**
5	Generic Medication	15,112	**$ 1.40**	**$ 21,156.80**
6	Alternate #1		**$ 1.40**	**$ -**
			GRAND TOTAL	**$ 680,444.38**

NOTES
1. Genoa Healthcare has been deemed nonresponsive due to not providing the price as requested.

Bid Opening 12/7/2023 @ 2:30 PM	VC, DW
Invitations Sent	17
Total Vendors Requesting Documents	1
Total Bid Responses	2

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

CONTRACT RENEWAL AGREEMENT

This contract, made and entered into by The County of DuPage, 421 North County Farm Road, Wheaton, Illinois, 60187, hereinafter called the "COUNTY" and Polaris Pharmacy Services of Warrington LLC located at 2900 NW 60th St., Ft. Lauderdale, FL 33309, hereinafter called the "CONTRACTOR", witnesseth;

The COUNTY and the CONTRACTOR have previously entered into a Contract, pursuant to Bid #23-116-SHF which became effective on 2/26/2025 and which will expire 2/25/2026. The contract is subject to the second of three options to renew for a twelve (12) month period.

The contract renewal shall be effective on the date of last signature and shall terminate on 2/25/2027.

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

THE COUNTY OF DUPAGE	**CONTRACTOR**
	[redacted]
SIGNATURE	SIGNATURE
Henry Kocker	Steve Baker
PRINTED NAME	PRINTED NAME
Buyer I	Chief Operating Officer
PRINTED TITLE	PRINTED TITLE
	01/29/2026
DATE	DATE

SECTION 7 - BID FORM PRICING

The bidder shall provide pricing for both Sections A and Section B. Markup (+%) or Discount (-%) of Adjustment shall be based on Wholesale Acquisition Cost and indicated as + % or - %. Quantities listed are canvassing quantities. Equipment and Commodity shall be shipped F.O.B. Destination.

NO	ITEM	VALUE	MARKUP/DISCOUNT OF ADJUSTMENT (-, +) %	EXTENDED PRICE
SECTION A Wholesale Acquisition Cost (WAC)				
1	Brand Name Medication	$ 663,615.03	- 8.5 %	$ 607,207.75
2	Generic Medication	$ 178,618.00	- 80.0 %	$ 35,723.60
3	Over-the-Counter Medication	$ 4,974.70	- 25.0 %	$ 3,731.03
NO	**ITEM**	**VOLUME**	**DISPENSING FEE**	**EXTENDED PRICE**
SECTION B Dispensing Fee per Prescription				
4	Brand Name Medication	9,018	$ 1.40	$ 12,625.20
5	Generic Medication	15,112	$ 1.40	$ 21,156.80
6	Alternate #1	Actual Acquisition Cost (AAC) + 2%	$ 1.40	$ Alternate Pricing
			GRAND TOTAL	$ 680,444.38
GRAND TOTAL (In words)	Six hundred eighty thousand, four hundred forty-four dollars and thirty-eight cents.			

Contractor shall list any discounts, pricing structures or incentives on Over-the-Counter drugs below.

Since the County will request OTC medications in bulk, per prescription dispensing fees will not apply to OTC medications packaged as such.

SECTION 8 - BID FORM SIGNATURE PAGE

The Contractor agrees to provide the service, and/or supplies as described in this solicitation and subject, without limitation, to all specifications, terms, and conditions herein contained. Bidder shall acknowledge receipt of each addendum issued in the space provided on the bid form.

X [redacted] David Rombro / Chief Executive Officer

(Signature and Title)

CORPORATE SEAL
(If available)

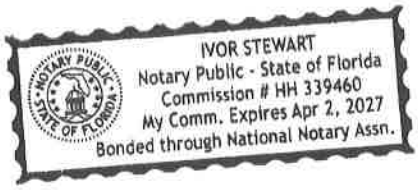
BID MUST BE SIGNED AND NOTARIZED (WITH SEAL) FOR CONSIDERATION

Subscribed and sworn to before me this 22 day of Nov AD, 20 23

[redacted] My Commission Expires: 4-2-27

(Notary Public)

SEAL



SECTION 9 - MANDATORY FORM
Pharmaceutical Services for Detainees 23-116-SHF

(PLEASE TYPE OR PRINT THE FOLLOWING INFORMATION)

Full Name of Bidder	Polaris Pharmacy Services of Warrington, LLC DBA Contract Pharmacy Services		
Main Business Address	125 Titus Avenue		
City, State, Zip Code	Warrington, Pennsylvania 18976		
Telephone Number	(800) 555-8062	Email Address	rfp@contractpharmacy.com
Bid Contact Person	Scott D. Steres / Director of Sales and Marketing		

The undersigned certifies that he is:

☐ the Owner/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:

David Rombro / Chief Executive Officer
(President or Partner)

Steve Baker / Chief Operating Officer
(Vice-President or Partner)

Todd Zisek / Vice President of Operations
(Secretary or Partner)

Robert Meyer / Chief Financial Officer
(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 therein prescribed.

Further, the undersigned certifies and warrants that he is 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 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 he has examined and carefully prepared this bid and has 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 he 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.

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:	**23-116-SHF**
COMPANY NAME:	Polaris Pharmacy Services
CONTACT PERSON:	Christopher W. Bell
CONTACT EMAIL:	cbell@polarisrx.com

Section II: Procurement Ordinance Requirements

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

Has the Bidder made contributions as described above?

- ☐ Yes
- ☑ No

If “Yes”, complete the required information in the table below.

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

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

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

- ❑ Yes
- ☑ No

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

NAME	PHONE	EMAIL

Section III: Violations

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

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

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

Ethics | DuPage Co, IL

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

ARTICLE VI. - PROCUREMENT | Code of Ordinances | DuPage County, IL | Municode Library

Section IV: Certification

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

Printed Name: Christopher W. Bell Signature: _[redacted]_

Title: National Director of Business Development Date: 1/30/2026

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

File #: FM-P-0004-26 **Agenda Date:** 2/17/2026 **Agenda #:** 17.D.

AWARDING RESOLUTION ISSUED TO
CURRIE MOTORS FRANKFORT, INC.
FOR TWO 2026 FORD TRANSIT 350 CARGO VANS
FOR FACILITIES MANAGEMENT
(CONTRACT TOTAL AMOUNT $112,132.00)

WHEREAS, the County of DuPage by virtue of its power set forth in the Counties Code (55 ILCS 5/1-1001 *et seq*.) is authorized to enter into this Agreement; and

WHEREAS, pursuant to the Governmental Joint Purchasing Act (30 ILCS 525/2), the County is authorized to enter into a Joint Purchasing Agreement for two 2026 Ford Transit 350 Cargo Vana; and

WHEREAS, pursuant to Intergovernmental Agreement between the County of DuPage and the Suburban Purchasing Cooperative Contract #207, the County of DuPage will contract with Currie Motors Frankfort, Inc.; and

WHEREAS, the Public Works Committee recommends County Board approval for the issuance of a contract to Currie Motors Frankfort, Inc., FOR two 2026 Ford Transit 350 Cargo Vans, for the period of February 25, 2026 through November 30, 2026, for Facilities Management.

NOW, THEREFORE BE IT RESOLVED, that County contract, covering said for two 2026 Ford Transit 350 Cargo Vans, for the period of February 25, 2026 through November 30, 2026, for Facilities Management, be, and it is hereby approved for issuance of a contract by the Procurement Division to Currie Motors Frankfort, Inc., 9423 W. Lincoln Highway, Frankfort, Illinois 60423, for a contract total amount not to exceed $112,132.00, per contract pursuant to the Suburban Purchasing Cooperative Contract #207.

Enacted and approved this 24th day of February, 2026 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#: 26-0432	RFP, BID, QUOTE OR RENEWAL #: SPC Contract #207	INITIAL TERM WITH RENEWALS: OTHER	INITIAL TERM TOTAL COST: $112,132.00
COMMITTEE: PUBLIC WORKS	TARGET COMMITTEE DATE: 02/17/2026	PROMPT FOR RENEWAL:	CONTRACT TOTAL COST WITH ALL RENEWALS: $112,132.00
	CURRENT TERM TOTAL COST: $112,132.00	MAX LENGTH WITH ALL RENEWALS: ONE YEAR	CURRENT TERM PERIOD: INITIAL TERM
Vendor Information		*Department Information*	
VENDOR: Currie Motors Frankfort, Inc.	VENDOR #: 12434	DEPT: Facilities Management	DEPT CONTACT NAME: Catherine Figlewski
VENDOR CONTACT: Nic Cortellini	VENDOR CONTACT PHONE: 815-464-9200	DEPT CONTACT PHONE #: 630-407-5665	DEPT CONTACT EMAIL: catherine.figlewski@dupagecounty.gov
VENDOR CONTACT EMAIL: ncortellini@curriemotors.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 purchase order to Currie Motors Frankfort, Inc., to furnish and deliver two (2) 2026 Ford White Transit-350 Cargo Vans for the Facilities Management, for a contract total not to exceed $112,132.00; pursuant to the Governmental Joint Purchasing Act, 30 ILCS 525/2 Suburban Purchasing Cooperative "SPC" Contract #207.

JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished

The DuPage County vehicle replacement policy requires that a vehicle be in service a minimum of 12 years or have a minimum of 150,000 miles, and/or must be assessed by a mechanic prior to being considered for replacement.

These vehicles will replace FM-8 & FM-49.

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. This contract was setup using the Suburban Purchasing Cooperative "SPC" Contract #207.
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. DOT staff recommends issuing a purchase order to Currie Motors Frankfort, Inc., using the Suburban Purchasing Cooperative "SPC" Contract #207. 2. Request bids. 3. Status quo.

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: Currie Motors Frankfort, Inc.	Vendor#: 12434	Dept: Facilities Management	Division:
Attn: Nic Cortellini	Email: ncortellini@curriemotors.com	Attn: Catherine Figlewski	Email: catherine.figlewski@dupagecounty.gov
Address: 9423 W. Lincoln Hwy	City: Frankfort	Address: 421 N. County Farm Road	City: Wheaton
State: IL	Zip: 60423	State: IL	Zip: 60187
Phone: 815-464-9200	Fax:	Phone: 630-407-5665	Fax:
Send Payments To:		*Ship to:*	
Vendor: Currie Motors Frankfort, Inc.	Vendor#: 12434	Dept: Division of Transportation	Division: Fleet Department
Attn:	Email:	Attn: William Bell	Email: william.bell@dupagecounty.gov
Address: 9423 W. Lincoln Hwy	City: Frankfort	Address: 180 N. County Farm Road	City: Wheaton
State: IL	Zip: 60423	State: IL	Zip: 60187
Phone:	Fax:	Phone: 630-407-6931	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Feb 25, 2026	Contract End Date (PO25): Nov 30, 2026

Purchase Requisition Line Details

LN	Qty	UOM	Item Detail (Product #)	Description	FY	Company	AU	Acct Code	Sub-Accts/ Activity Code	Unit Price	Extension
1	1	EA	(W1Y)	FY26 Ford White Transit-350 Cargo Vans	FY26	6000	1161	54120	1100	112,132.00	112,132.00

FY is required, ensure the correct FY is selected. Requisition Total $ 112,132.00

Comments	
HEADER COMMENTS	Provide comments for P020 and P025. To furnish and deliver two (2) Ford White Transit-350 Cargo Vans for the Facilities Management.
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO. Email Approved PO to: Nic Corellini, Cathie Figlewski, Brian Rovik, William Bell, DOT Finance@dupagecounty.gov and Mike Figuray.
INTERNAL NOTES	Provide comments for department internal use (not for P020 and P025). Comments will not appear on PO. see above.
APPROVALS	Department Head signature approval for procurements under $15,000. Procurement Officer Approval for ETSB.

SPC
SUBURBAN PURCHASING
COOPERATIVE

A Joint Purchasing Program For Local Government Agencies

October 24, 2025

Mr. Thomas Sullivan
Currie Motors
10125 W. Laraway Road
Frankfort, IL 60423

Dear Mr. Sullivan,

This is to request vehicle year roll-overs and the second of three possible, one-year contract extensions on the following SPC contracts through October 26, 2026:

Ford Interceptor Utility Contract #204 with all standard equipment, conventional gas, and optional hybrid

Ford Transit Full Size Van Contract #207, standard equipment, standard wheelbase and electric 1-ton van

Ford Escape Contract #206

The SPC reserves the right to extend these contracts for one additional one-year terms upon mutual agreement of both the vendor and the SPC on a negotiated basis. With acceptance of these contracts, Currie Motors agrees to all terms and conditions set forth in the specifications contained within the Requests for Proposals to which you responded. Currie Motors will handle all billing. Each vehicle purchased will be assessed a **$150.00** administrative fee per vehicle which shall be paid directly by the vendor to the SPC on a quarterly basis.

The SPC looks forward to a productive year working with Currie Motors. Please sign and date this agreement below, retaining copies for your files and returning the original to my attention.

Sincerely,

Signature on File

Ellen Dayan, CPPB
Purchasing Director
Northwest Municipal Conference

Signature on File — 10/24/2025

Name: Ellen Dayan — Date
Northwest Municipal Conference

[redacted] — 10/24/25

Name: Tom Sullivan — Date
Currie Motors

DuPage Mayors & Managers Conference
1220 Oak Brook Road
Oak Brook, IL 60523
Suzette Quintell
Phone: (630) 571-0480
Fax: (630) 571-0484

Northwest Municipal Conference
1600 East Golf Rd., Suite 0700
Des Plaines, IL 60016
Ellen Dayan, CPPB
Phone: (847) 296-9200
Fax: (847) 296-9207

South Suburban Mayors And Managers Association
1904 West 174th Street
East Hazel Crest, IL 60429
Kristi DeLaurentiis
Phone: (708) 206-1155
Fax: (708) 206-1133

Will County Governmental League
15905 S. Frederick Street
Suite 107
Plainfield, IL 60586
Cherie Belom
Phone: (815) 254-7700

Prepared for: , DuPage County SPC # 207

2026 Transit-350 Cargo RWD Low Roof Van 148" WB Base (W1Y)

Price Level: 635



Client Proposal

Prepared by:
Nic Cortellini
Office: 815-464-9200
Email: ncortellini@curriemotors.com
Quote ID: 2026-Du12
Date: 01/13/2026

2026 Transit-350 Cargo RWD Low Roof Van 148" WB Base (W1Y)

Price Level: 635 | Quote ID: 2026-Du12

Warranty

Standard Warranty

Basic Warranty

Basic warranty	36 months/36,000 miles

Powertrain Warranty

Powertrain warranty	60 months/60,000 miles

Corrosion Perforation

Corrosion perforation warranty	60 months/unlimited

Roadside Assistance Warranty

Roadside warranty	60 months/60,000 miles

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for:
DuPage County SPC # 207
Prepared by: Nic Cortellini
01/13/2026

Currie Motors Fleet | 10125 West Laraway Road Frankfort IL | 60423

2026 Transit-350 Cargo RWD Low Roof Van 148" WB Base (W1Y)

Price Level: 635 | Quote ID: 2026-Du12

Major Equipment

(Based on selected options, shown at right)

10-speed automatic

Exterior: Oxford White

Interior: Dark Palazzo Gray w/Cloth Front Bucket Seats

* Running boards
* Class III tow rating
* Front tires LT load rating: C
* Lock-up transmission
* Alternator Amps: 250A
* All-speed ABS and driveline traction control
* Battery run down protection
* Connected Navigation integrated navigation system with voice activation
* Bluetooth wireless audio streaming
* SiriusXM with 360L AM/FM/HD/Satellite radio
* Seek scan
* SYNC 4 external memory control
* Vehicle body length: 237.6"
* Interior cargo length: 143.7 "
* Rear window defroster
* Heated driver and passenger side door mirrors
* Deep tinted windows
* Manual climate control
* Seat mounted side impact driver airbag
* 16 x 6.5-inch front and rear silver steel wheels
* LT235/65RR16 AS BSW front and rear tires
* Overdrive transmission
* Transmission electronic control
* Stainless steel single exhaust
* Dual lead acid battery
* Fuel tank capacity: 25.10 gal.
* Steering wheel mounted audio controls
* 12 inch primary display
* AM/FM/digital/satellite
* Auxiliary input jack
* 3 month satellite trial subscription
* Wheelbase: 148.0"
* Standard ride suspension
* Power door mirrors
* Manual folding door mirrors
* Variable intermittent front windshield wipers
* Driver front impact airbag
* Cancellable front passenger air bag

As Configured Vehicle

	MSRP
STANDARD VEHICLE PRICE	$52,000.00
Order Code 101A	N/C
Engine: 3.5L PFDi V6 Flex-Fuel	Included
Transmission: 10-Spd Automatic w/OD & SelectShift	Included
3.73 Axle Ratio	Included
GVWR: 9,500 lb	Included
Tires: 235/65R16C 121/119 R AS BSW	Included
Wheels: 16" Silver Steel w/Black Hubcap	Included
Monotone Paint Application	STD
148" Wheelbase	STD
Radio: AM/FM Stereo	Included
Fleet Customer Powertrain Limited Warranty	N/C
50-State Emissions System	STD
SYNC 4	Included
Ford Connectivity Package (1-Year Included)	Included
Spare Tire & Wheel	$300.00
Pro Power Onboard - 400W	$215.00
Oxford White	N/C
Cloth Front Bucket Seats	N/C

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for:
DuPage County SPC # 207
Prepared by: Nic Cortellini
01/13/2026

Currie Motors Fleet | 10125 West Laraway Road Frankfort IL | 60423

2026 Transit-350 Cargo RWD Low Roof Van 148" WB Base (W1Y)

Price Level: 635 | Quote ID: 2026-Du12

Major Equipment

* Seat mounted side impact front passenger airbag
* 6 airbags
* SecuriLock immobilizer
* Driver seat with 4-way directional controls
* Height adjustable front seat head restraints
* Driver seat armrest
* Manual reclining driver seat
* Manual reclining passenger seat
* Cloth front seat upholstery
* Manual driver seat lumbar
* 4-wheel antilock (ABS) brakes
* Brake assist system
* Airbag occupancy sensor
* Ford Co-Pilot360 w/Side Wind Stabilization electronic stability control system with anti-rollover
* Bucket front seats
* Front passenger seat with 4-way directional controls
* Manual front seat head restraint control
* Front passenger seat armrest
* Manual driver seat fore/aft control
* Manual passenger seat fore/aft control
* Cloth front seatback upholstery
* 4-wheel disc brakes
* Electronic parking brake
* Hill start assist

Fuel Economy

City
N/A

Hwy
N/A

As Configured Vehicle

	MSRP
Dark Palazzo Gray Cloth Bucket Seats w/Armrests	$115.00
Dark Palazzo Gray w/Cloth Front Bucket Seats	N/C
Front License Plate Bracket	N/C
Front Black Wheel Well Liners	$295.00
Upfitter Package	$610.00
Large Center Console	Included
Auxiliary Fuse Panel	Included
Dual AGM Batteries (70 Amp-hr Each)	Included
Modified Vehicle Wiring System	Included
D-Pillar Assist Handles	$60.00
Full Rear Compartment Lighting	$75.00
Fixed Rr Cargo Door & 2nd Row Passenger-Side Glass	$425.00
Rear-Window Defroster	Included
Rearview Mirror	Included
2 Additional Keys (4 Total)	$75.00
Heavy-Duty Trailer Tow Package	$485.00
Tow/Haul Mode w/Trailering Wiring Provisions	Included
Frame Mounted Hitch Receiver	Included

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for:
DuPage County SPC # 207
Prepared by: Nic Cortellini
01/13/2026

Currie Motors Fleet | 10125 West Laraway Road Frankfort IL | 60423

2026 Transit-350 Cargo RWD Low Roof Van 148" WB Base (W1Y)

Price Level: 635 | Quote ID: 2026-Du12

As Configured Vehicle	MSRP
Ford Co-Pilot360 Assist 2.0	$1,500.00
SiriusXM w/360L	Included
Front Fog Lamps	Included
Adaptive Cruise Control w/Lane Centering	Included
Side Parking Sensors	Included
Reverse Brake Assist	Included
Blind Spot Information System w/Cross Traffic Alert	Included
Black High-Intensity Discharge (HID) Headlamps	$455.00
Privacy Glass	$225.00
Front & Rear Vinyl Floor Covering	$285.00
Extended Length Passenger Running Board	$655.00
Tire Inflator & Sealant Kit Delete	N/C
Front All-Weather Floor Mats	$120.00
Long-Arm Manual-Folding Heated Pwr Adjusting Mirrors	$220.00
Wiper Activated Headlamps	$30.00
SUBTOTAL	$58,145.00
Destination Charge	$2,095.00

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for:
DuPage County SPC # 207
Prepared by: Nic Cortellini
01/13/2026

Currie Motors Fleet | 10125 West Laraway Road Frankfort IL | 60423

2026 Transit-350 Cargo RWD Low Roof Van 148" WB Base (W1Y)

Price Level: 635 | Quote ID: 2026-Du12

As Configured Vehicle	MSRP
TOTAL	**$60,240.00**

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

2026 Transit-350 Cargo RWD Low Roof Van 148" WB Base (W1Y)

Price Level: 635 | Quote ID: 2026-Du12

As Configured Vehicle

Code	Description	MSRP
Base Vehicle		
W1Y	Base Vehicle Price (W1Y)	$52,000.00
Packages		
101A	Order Code 101A *Includes:* *- Engine: 3.5L PFDi V6 Flex-Fuel* *Includes port injection.* *- Transmission: 10-Spd Automatic w/OD & SelectShift* *Includes auxiliary transmission oil cooler.* *- 3.73 Axle Ratio* *- GVWR: 9,500 lb* *- Tires: 235/65R16C 121/119 R AS BSW* *- Wheels: 16" Silver Steel w/Black Hubcap* *- Radio: AM/FM Stereo* *- SYNC 4* *Includes 12" center display, Bluetooth, dual USB ports, enhanced voice recognition, electronic climate control and connectivity package which includes information on demand panel, wireless Apple CarPlay and Android Auto compatibility, cloud connected, 911 Assist, digitial owner's manual and conversational voice command recognition.* *- Ford Connectivity Package (1-Year Included)* *Includes unlimited Wi-Fi hotspot, connected navigation, audio and video streaming, voice assistant and entertainment. Note: Ford Connectivity Package included for one-year from warranty start date, Requires activation via Ford app with credit card authorization; customer may cancel at any time. Evolving technology/cellular networks/vehicle capability may limit functionality and prevent operation of connected features. Ford may temporarily slow data speeds if such data usage reaches or exceeds 50GB within a billing cycle or due to network limitations. If a customer uses more than 50% of their data usage in a roaming country during a 60-day period, Ford may remove or limit the customer's data plan.*	N/C
Powertrain		
998	Engine: 3.5L PFDi V6 Flex-Fuel *Includes port injection.*	Included
44U	Transmission: 10-Spd Automatic w/OD & SelectShift *Includes auxiliary transmission oil cooler.*	Included
X73	3.73 Axle Ratio	Included
STDGV	GVWR: 9,500 lb	Included
Wheels & Tires		
STDTR	Tires: 235/65R16C 121/119 R AS BSW	Included
STDWL	Wheels: 16" Silver Steel w/Black Hubcap	Included

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

2026 Transit-350 Cargo RWD Low Roof Van 148" WB Base (W1Y)

Price Level: 635 | Quote ID: 2026-Du12

As Configured Vehicle (cont'd)

Code	Description	MSRP
51D	Spare Tire & Wheel *Includes 3 ton jack, tool kit and full-size matching tire.*	$300.00
57A	Tire Inflator & Sealant Kit Delete	N/C
Seats & Seat Trim		
C	Cloth Front Bucket Seats *Includes driver and front-passenger manual reclining bucket seats with adjustable headrest and inboard armrest.*	N/C
21L	Dark Palazzo Gray Cloth Bucket Seats w/Armrests *Includes 2-way manual driver seat with lumbar and 2-way manual passenger seat.*	$115.00
Other Options		
PAINT	Monotone Paint Application	STD
148WB	148" Wheelbase	STD
STDRD	Radio: AM/FM Stereo *Includes:* *- SYNC 4* *Includes 12" center display, Bluetooth, dual USB ports, enhanced voice recognition, electronic climate control and connectivity package which includes information on demand panel, wireless Apple CarPlay and Android Auto compatibility, cloud connected, 911 Assist, digitial owner's manual and conversational voice command recognition.* *- Ford Connectivity Package (1-Year Included)* *Includes unlimited Wi-Fi hotspot, connected navigation, audio and video streaming, voice assistant and entertainment. Note: Ford Connectivity Package included for one-year from warranty start date, Requires activation via Ford app with credit card authorization; customer may cancel at any time. Evolving technology/cellular networks/vehicle capability may limit functionality and prevent operation of connected features. Ford may temporarily slow data speeds if such data usage reaches or exceeds 50GB within a billing cycle or due to network limitations. If a customer uses more than 50% of their data usage in a roaming country during a 60-day period, Ford may remove or limit the customer's data plan.*	Included
91C	Black High-Intensity Discharge (HID) Headlamps *Includes LED signature surround. HID headlamps emit a brighter, more natural light than halogen headlamps, which can help improve visibility.*	$455.00
91B	Wiper Activated Headlamps	$30.00
544	Long-Arm Manual-Folding Heated Pwr Adjusting Mirrors *Includes turn signals.*	$220.00
68J	Extended Length Passenger Running Board *Running board covers the A-B pillar driverside and A-C pillar passenger-side.*	$655.00

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

2026 Transit-350 Cargo RWD Low Roof Van 148" WB Base (W1Y)

Price Level: 635 | Quote ID: 2026-Du12

As Configured Vehicle (cont'd)

Code	Description	MSRP
53B	Heavy-Duty Trailer Tow Package *Deletes rear tow hook. Includes 4/7 pin connector assembly and rear jumper and relay system for backup/B+/running lights. This package does not include a Trailer Brake Controller (TBC) (67D). Additionally, this option must be added at time of ordering. Neither a Ford or aftermarket trailer brake controller can be added later (after vehicle is built).* *Includes:* *- Tow/Haul Mode w/Trailering Wiring Provisions* *- Frame Mounted Hitch Receiver*	$485.00
17B	Fixed Rr Cargo Door & 2nd Row Passenger-Side Glass *Includes:* *- Rear-Window Defroster* *- Rearview Mirror*	$425.00
92E	Privacy Glass *Provides protection of vehicle occupant(s) and occupant personal belongings. The glass also provides occupant comfort by helping to reduce vehicle cool-down time.* *Includes:* *- Rear-Window Defroster*	$225.00
66C	D-Pillar Assist Handles *Located on the driver and passenger-side.*	$60.00
15F	Full Rear Compartment Lighting *Includes cargo area LED lights at C-pillar and D-pillar and rear compartment LED switch.*	$75.00
67E	Large Center Console *Includes an integrated shifter, a dual cup holder and an additional storage area.*	Included
16E	Front & Rear Vinyl Floor Covering *Includes wheel well liners.*	$285.00
87E	Auxiliary Fuse Panel *Includes high spec interface connector.* *Includes:* *- Dual AGM Batteries (70 Amp-hr Each)* *- Modified Vehicle Wiring System* *Includes modified vehicle connections for customized wiring harness provisions.*	Included
53K	Modified Vehicle Wiring System *Includes modified vehicle connections for customized wiring harness provisions.*	Included
63E	Dual AGM Batteries (70 Amp-hr Each)	Included
61M	Ford Co-Pilot360 Assist 2.0 *Includes HD Radio, connected navigation (1-year included with Ford Connectivity Package) and 360-degree camera*	$1,500.00

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

2026 Transit-350 Cargo RWD Low Roof Van 148" WB Base (W1Y)

Price Level: 635 | Quote ID: 2026-Du12

As Configured Vehicle (cont'd)

Code	Description	MSRP
	Includes: *- SiriusXM w/360L* *- Front Fog Lamps* *Auxiliary lamps that are generally integrated into the front fascia and designed to help illuminate the roadway during poor visibility.* *- Adaptive Cruise Control w/Lane Centering* *Includes stop and go and lane centering (under 10,000lb GVWR only) and predictive speed assist.* *- Side Parking Sensors* *- Reverse Brake Assist* *- Blind Spot Information System w/Cross Traffic Alert*	
90D	Pro Power Onboard - 400W *High-power outlets deliver up to 400 watts of power, allowing drivers to easily charge smaller corded tools, battery chargers or mobile devices on-site.*	$215.00
67C	Upfitter Package *Includes high capacity upfitter switches.* *Includes:* *- Large Center Console* *Includes an integrated shifter, a dual cup holder and an additional storage area.* *- Auxiliary Fuse Panel* *Includes high spec interface connector.* *- Dual AGM Batteries (70 Amp-hr Each)* *- Modified Vehicle Wiring System* *Includes modified vehicle connections for customized wiring harness provisions.*	$610.00
86F	2 Additional Keys (4 Total) *Includes key fobs.*	$75.00
86W	Front All-Weather Floor Mats Ford accessory, pre-installed.	$120.00
15C	Front Black Wheel Well Liners Ford accessory, pre-installed.	$295.00
153	Front License Plate Bracket Standard in states requiring two license plates and optional in all other states.	N/C

Fleet Options

WARANT	Fleet Customer Powertrain Limited Warranty Requires valid FIN code.	N/C

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

2026 Transit-350 Cargo RWD Low Roof Van 148" WB Base (W1Y)

Price Level: 635 | Quote ID: 2026-Du12

As Configured Vehicle (cont'd)

Code	Description	MSRP
	Ford is increasing the 5-year 60,000-mile limited powertrain warranty to 5-years, 100,000 miles. Only Fleet purchasers with a valid Fleet Identification Number (FIN code) will receive the extended warranty. When the sale is entered into the sales reporting system with a sales type fleet along with a valid FIN code, the warranty extension will automatically be added to the vehicle. The extension will stay with the vehicle even if it is subsequently sold to a non-fleet customer before the expiration. This extension applies to both gas and diesel powertrains. Dealers can check for the warranty extension on eligible fleet vehicles in OASIS. Please refer to the Warranty and Policy Manual section 3.13.00 Gas Engine Commercial Warranty. This change will also be reflected in the printed Warranty Guided distributed with the purchase of every new vehicle.	
Emissions		
425	50-State Emissions System	STD
Exterior Color		
YZ_01	Oxford White	N/C
Interior Color		
CK_01	Dark Palazzo Gray w/Cloth Front Bucket Seats	N/C
Upfit Options		
01	License and Title (M-Plates)	$203.00
02	Rust Proofing (No Under Coating)	$395.00

SUBTOTAL	$58,743.00
Destination Charge	$2,095.00
TOTAL	$60,838.00

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for:
DuPage County SPC # 207
Prepared by: Nic Cortellini
01/13/2026

Currie Motors Fleet | 10125 West Laraway Road Frankfort IL | 60423

2026 Transit-350 Cargo RWD Low Roof Van 148" WB Base (W1Y)

Price Level: 635 | Quote ID: 2026-Du12

Pricing Summary - Single Vehicle

	MSRP
Vehicle Pricing	
Base Vehicle Price	$52,000.00
Options	$6,145.00
Colors	$0.00
Upfitting	$598.00
Fleet Discount	$0.00
Fuel Charge	$0.00
Destination Charge	$2,095.00
Subtotal	$60,838.00
Discount Adjustments	
Discount Adjustments	-$4,772.00
Total	$56,066.00

Customer Signature

Acceptance Date

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for:
DuPage County SPC # 207
Prepared by: Nic Cortellini
01/13/2026

Currie Motors Fleet | 10125 West Laraway Road Frankfort IL | 60423

2026 Transit-350 Cargo RWD Low Roof Van 148" WB Base (W1Y)

Price Level: 635 | Quote ID: 2026-Du12

Pricing Summary - Multiple Vehicles

Vehicle Quantity: 2

	MSRP
Vehicle Pricing	
Base Vehicle Price	$104,000.00
Options	$12,290.00
Colors	$0.00
Upfitting	$1,196.00
Fleet Discount	$0.00
Fuel Charge	$0.00
Destination Charge	$4,190.00
Subtotal	$121,676.00
Discount Adjustments	
Discount Adjustments	-$9,544.00
Total	$112,132.00

Customer Signature

Acceptance Date

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

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:	Currie Motors
CONTACT PERSON:	Nic Cortellini
CONTACT EMAIL:	ncortellini@curriemotors.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

Rev. 1-2025

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: Nic Cortellini Signature: Signature on File

Title: Commercial Account Manager Date: 01/13/2026

Rev. 1-2025

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

File #: FM-P-0005-26 **Agenda Date:** 2/17/2026 **Agenda #:** 17.E.

AWARDING RESOLUTION
ISSUED TO PETROLEUM TRADERS CORPORATION
TO FURNISH AND DELIVER OFF ROAD DIESEL FUEL WITH WINTER ADDITIVE
AS NEEDED FOR THE POWER PLANT AND STANDBY POWER FACILITY
FOR FACILITIES MANAGEMENT
(CONTRACT TOTAL NOT TO EXCEED $101,000.00)

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 Petroleum Traders Corporation, to furnish and deliver off road diesel fuel with winter additive, as needed for the Power Plant and Standby Power Facility, for the period April 1, 2026 through March 31, 2027, for Facilities Management.

NOW, THEREFORE BE IT RESOLVED, that County Contract, covering said, to furnish and deliver off road diesel fuel with winter additive, as needed for the Power Plant and Standby Power Facility, for the period April 1, 2026 through March 31, 2027, for Facilities Management, be, and it is hereby approved for issuance of a contract by the Procurement Division to, Petroleum Traders Corporation, PO Box 2357, Fort Wayne, IN 46801-2357, for a total contract amount not to exceed $101,000.00, per lowest responsible bid #23-011-DOT, third and final option to renew.

Enacted and approved this 24th day of February, 2026 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#: 26-0519	RFP, BID, QUOTE OR RENEWAL #: 23-011-DOT	INITIAL TERM WITH RENEWALS: 1 YR + 3 X 1 YR TERM PERIODS	INITIAL TERM TOTAL COST: $101,000.00
COMMITTEE: PUBLIC WORKS	TARGET COMMITTEE DATE: 02/17/2026	PROMPT FOR RENEWAL: 3 MONTHS	CONTRACT TOTAL COST WITH ALL RENEWALS: $404,000.00
	CURRENT TERM TOTAL COST: $101,000.00	MAX LENGTH WITH ALL RENEWALS: FOUR YEARS	CURRENT TERM PERIOD: THIRD RENEWAL
Vendor Information		*Department Information*	
VENDOR: Petroleum Traders Corporation	VENDOR #: 30686	DEPT: Facilities Management	DEPT CONTACT NAME: Brian Rovik
VENDOR CONTACT: Joseph Vanderpool	VENDOR CONTACT PHONE: 260-203-3820	DEPT CONTACT PHONE #: 630-407-5705	DEPT CONTACT EMAIL: brian.rovik2@dupagecounty.gov
VENDOR CONTACT EMAIL: jvanderpool@petroleumtraders.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 Petroleum Traders Corporation, to furnish and deliver off road diesel fuel, as needed, for the Power Plant and Standby Power Facility, for the period April 1, 2026 through March 31, 2027, for Facilities Management, for a contract total not to exceed $101,000, per renewal option under bid award #23-011-DOT, third and final option to renew.

JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished
Fuel is necessary for the operation of the Power Plant and Standby Power Facility for scheduled testing and for continuity of operation in the event of a power outage.

SECTION 2: DECISION MEMO REQUIREMENTS

DECISION MEMO NOT REQUIRED RENEWAL	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.

SECTION 3: DECISION MEMO

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

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

SECTION 5: Purchase Requisition Information			
Send Purchase Order To:		*Send Invoices To:*	
Vendor: Petroleum Traders Corporation	Vendor#: 30686	Dept: Facilities Management	Division:
Attn: Joseph Vanderpool	Email: Jvanderpool@petroleumtraders.com	Attn:	Email: FMAccountsPayable @dupagecounty.gov
Address: 7120 Point Inverness Way PO Box 2357	City: Fort Wayne	Address: 421 N. County Farm Road	City: Wheaton
State: IN	Zip: 46801-2357	State: IL	Zip: 60187
Phone: 888-637-7661	Fax:	Phone: 630-407-5700	Fax: 630-407-5701
Send Payments To:		*Ship to:*	
Vendor: Petroleum Traders Corporation	Vendor#: 30686	Dept: Facilities Management	Division:
Attn:	Email:	Attn:	Email:
Address: 7120 Point Inverness Way PO Box 2357	City: Fort Wayne	Address: 410 N. County Farm Road	City: Wheaton
State: IN	Zip: 46801-2357	State: IL	Zip: 60187
Phone:	Fax:	Phone: 630-878-0978	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Apr 1, 2026	Contract End Date (PO25): Mar 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		Fuel & Lubricants	FY26	1000	1100	52260		1.00	1.00
2	1	LO		Fuel & Lubricants	FY27	1000	1100	52260		100,999.00	100,999.00
FY is required, ensure the correct FY is selected.										Requisition Total	$ 101,000.00

Comments	
HEADER COMMENTS	Provide comments for P020 and P025. Furnish and deliver off road diesel fuel, as needed, for the Power Plant and Standby Power Facility, as needed, 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, Brian Rovik, 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: 02/17/26 County Board: 02/24/26
APPROVALS	Department Head signature approval for procurements under $15,000. Procurement Officer Approval for ETSB.

THE COUNTY OF DUPAGE
FINANCE - PROCUREMENT
GASOLINE AND DIESEL FUEL 23-011-DOT
BID TABULATION

✓

				AL WARREN OIL CO.			Petroleum Traders Corporation			Offen Petroleum		
NO.	ITEM	UOM	QTY	**MARK-UP (+) OR DISCOUNT (-) cents/gal**	**PRICE**	**EXTENDED PRICE**	MARK-UP (+) OR DISCOUNT (-) cents/gal	PRICE	EXTENDED PRICE	MARK-UP (+) OR DISCOUNT (-) cents/gal	PRICE	EXTENDED PRICE
1	Gasoline - 87 Octane	GAL	819457	**0.0450**	**$ 2.3905**	**$ 1,958,911.96**	0.0595	$ 2.4050	$ 1,970,794.09	0.0699	$ 2.4154	$ 1,979,316.44
2	Gasoline - 89 Octane*	GAL	558000	**-0.0165**	**$ 2.5805**	**$ 1,439,919.00**	0.0295	$ 2.6265	$ 1,465,587.00	0.0699	$ 2.6669	$ 1,488,130.20
3	Ultra-Low Sulfur Diesel #1**	GAL	16458	**0.2000**	**$ 3.9407**	**$ 64,856.04**	0.0521	$ 3.7928	$ 62,421.90	0.0625	$ 3.8032	$ 62,593.07
4	Ultra-Low Sulfur Diesel #2**	GAL	337500	**0.0450**	**$ 3.0180**	**$ 1,018,575.00**	0.0521	$ 3.0251	$ 1,020,971.25	0.0625	$ 3.0355	$ 1,024,481.25
5	Ultra-Low Sulfur Diesel #2+ Winter Additive	GAL	97500	**0.0450**	**$ 3.0606**	**$ 298,408.50**	0.0721	$ 3.0451	$ 296,897.25	0.0900	$ 3.1056	$ 302,796.00
6	Ultra-Low Sulfur Diesel Blended	GAL	61000	**0.0450**	**$ 3.1715**	**$ 193,461.50**	0.0521	$ 3.1019	$ 189,215.90	0.0625	$ 3.0355	$ 185,165.50
7	Biodiesel - B2	GAL	88600	**0.0450**	**$ 3.0305**	**$ 268,502.30**	0.0521	$ 3.0376	$ 269,131.36	0.0625	$ 3.0480	$ 270,052.80
8	Biodiesel - B5	GAL	165462	**0.0450**	**$ 3.0381**	**$ 502,690.10**	0.0521	$ 3.0452	$ 503,864.88	0.0625	$ 3.0556	$ 505,585.69
9	Biodiesel - B11	GAL	15000	**0.0450**	**$ 3.0381**	**$ 45,571.50**	0.0521	$ 3.0402	$ 45,603.00		NO BID	
10	Biodiesel - B20	GAL	60000	**0.0450**	**$ 3.0431**	**$ 182,586.00**	0.0521	$ 3.0502	$ 183,012.00	0.0625	$ 3.0606	$ 183,636.00
11	Off-Road Diesel with Winter Additive	GAL	100000	**0.1000**	**$ 3.1206**	**$ 312,060.00**	0.0721	$ 3.0501	$ 305,010.00	0.0900	$ 3.1205	$ 312,050.00
12	Off-Road Diesel	GAL	26473	**0.1000**	**$ 3.0780**	**$ 81,483.89**	0.0521	$ 3.0301	$ 80,215.84	0.0625	$ 3.0930	$ 81,880.99
13	Biocide Additive	GAL		**0.0500**			0.0400				NO BID	
					GRAND TOTAL	**$ 6,367,025.80**			$ 6,392,724.47			$ 6,395,687.93

NOTES
1) Price is reflective of OPIS LOW Chicago Rack Base Published price list for January 14, 2023.
2) Offen Petroleum a) provided a price of $3.1056/gal on line 5. When extended pricing was adjusted from $306,769.00 to $306,796.00 and b) Grand Total adjusted to $6,395,687.93.

Bid Opening 2/28/2023 @ 2:30 PM	VC, NE
Invitations Sent	11
Total Vendors Requesting Documents	3
Total Bid Responses	5

Campbell Transport LLC.			Pilot Travel Centers LLC dba Saratoga Rack Marketing LLC		
MARK-UP (+) OR DISCOUNT (-) cents/gal	PRICE	EXTENDED PRICE	MARK-UP (+) OR DISCOUNT (-) cents/gal	PRICE	EXTENDED PRICE
0.0757	$ 2.4212	$ 1,984,086.91	0.0119	$ 2.3574	$ 1,931,787.93
0.0757	$ 2.6727	$ 1,491,378.60		NO BID	
0.0757	$ 3.8164	$ 62,810.67		NO BID	
0.0757	$ 3.0487	$ 1,028,943.51		NO BID	
0.0757	$ 3.0913	$ 301,403.85		NO BID	
0.0757	$ 3.2023	$ 195,337.95		NO BID	
0.0757	$ 3.0612	$ 271,224.22		NO BID	
0.0757	$ 3.0688	$ 507,773.34		NO BID	
0.0757	$ 3.0638	$ 45,957.32		NO BID	
0.0757	$ 3.0738	$ 184,429.29		NO BID	
0.0757	$ 3.0963	$ 309,632.15		NO BID	
0.0757	$ 3.0537	$ 80,841.17		NO BID	
1.5000				NO BID	
		$ 6,463,818.97			$ 1,931,787.93

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

CONTRACT RENEWAL AGREEMENT

This contract, made and entered into by The County of DuPage, 421 North County Farm Road, Wheaton, Illinois, 60187, hereinafter called the "COUNTY" and Petroleum Traders Corporation, located at 7120 Pointe Inverness Way, Fort Wayne, IN 46801, hereinafter called the "CONTRACTOR", witnesseth;

The COUNTY and the CONTRACTOR have previously entered into a Contract, pursuant to Bid #23-011-DOT which became effective on 4/1/2025 and which will expire 3/31/2026. The contract is subject to the third and final option to renew for a twelve (12) month period.

The contract renewal shall be effective on the date of last signature and shall terminate on 3/31/2027.

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

THE COUNTY OF DUPAGE	CONTRACTOR
SIGNATURE	[redacted] SIGNATURE
Henry Kocker PRINTED NAME	Joseph Vanderpool PRINTED NAME
Buyer I PRINTED TITLE	Contract Sales Manager PRINTED TITLE
DATE	01/23/2026 DATE

SECTION 7 - BID FORM PRICING

using pricing of 1/14/2023 since 1/15/2023 is a Sunday and OPIS does not post on Sunday

Contractor shall provide price added to the OPIS LOW Chicago Rack Base Published price list for ~~January 15, 2023~~

Cetane requires a minimum rating of 45, price shall include any percent mark-up/discount.

NO.	ITEM	UOM	QTY	OPIS PRICE	MARK-UP (+) or DISCOUNT (-) %	UNIT PRICE	EXTENDED PRICE
1	Gasoline - 87 Octane	GAL	819,457	$ 2.3455	+.0595 %	$ 2.4050	$ 1,970,794.09
2	Gasoline - 89 Octane*	GAL	558,000	$ 2.5970	+.0295 %	$ 2.6265	$ 1,465,587.00
3	Ultra-Low Sulfur Diesel #1**	GAL	16,458	$ 3.7407	+.0521 %	$ 3.7928	$ 62,421.90
4	Ultra-Low Sulfur Diesel #2**	GAL	337,500	$ 2.9730	+.0521 %	$ 3.0251	$ 1,020,971.25
5	Ultra-Low Sulfur Diesel #2+ Winter Additive	GAL	97,500	$ 2.9730	+.0721 %	$ 3.0451	$ 296,897.25
6	Ultra-Low Sulfur Diesel Blended	GAL	61,000	90% #2 + 10% #1 price: $ 3.0498	+.0521 %	$ 3.1019	$ 189,215.90
7	Biodiesel - B2	GAL	88,600	$ 2.9855	+.0521 %	$ 3.0376	$ 269,131.36
8	Biodiesel - B5	GAL	165,462	$ 2.9931	+.0521 %	$ 3.0452	$ 503,864.88
9	Biodiesel - B11	GAL	15,000	$ 2.9881	+.0521 %	$ 3.0402	$ 45,603.00
10	Biodiesel - B20	GAL	60,000	$ 2.9981	+.0521 %	$ 3.0502	$ 183,012.00
11	Off-Road Diesel with Winter Additive	GAL	100,000	$ 2.9780	+.0721 %	$ 3.0501	$ 305,010.00
12	Off-Road Diesel	GAL	26,473	$ 2.9780	+.0521 %	$ 3.0301	$ 80,215.84
13	Biocide Additive	GAL		$	+.0400 %	$	$ .04 per applicable gallon
If a discount of OPIS Price, please note N/A							
						GRAND TOTAL	$ 6,392,724.47
GRAND TOTAL (In words) Six million, three hundred ninety two thousand, seven hundred twenty four dollars and forty seven cents							

*89 Octane may be a blend of 87 Octane and 93 Octane gasoline.

**Blended Ultra-Low Sulfur Diesel shall be an option and shall be invoiced at the appropriate quantities of the blend requested. For example, a 10,000-gallon order of 80% Ultra-Low Sulfur Diesel #2 and 20% Ultra-Low Sulfur Diesel #1 shall be invoiced as 8,000-gallons of Ultra-Low Sulfur Diesel #2 and 2,000-gallons of Ultra-Low Sulfur Diesel #1.

SECTION 8 - BID FORM SIGNATURE PAGE

The Contractor agrees to provide the service, and/or supplies as described in this solicitation and subject, without limitation, to all specifications, terms, and conditions herein contained. Bidder shall acknowledge receipt of each addendum issued in the space provided on the bid form.

X [redacted]

(Signature and Title)
Linda Stephens, Vice President

CORPORATE SEAL
(If available)

BID MUST BE SIGNED AND NOTARIZED (WITH SEAL) FOR CONSIDERATION

Subscribed and sworn to before me this 27th day of February AD, 20 23

[redacted]

My Commission Expires: 6/10/2023

(Notary Public) Michelle Beard

SEAL

MICHELLE BEARD
Allen County
NOTARY PUBLIC
Commission Number
712395
NOTARY SEAL
My Commission Expires
JUNE 10, 2026
STATE OF INDIANA

SECTION 9 - MANDATORY FORM
GASOLINE AND DIESEL FUEL 23-011-FM

(PLEASE TYPE OR PRINT THE FOLLOWING INFORMATION)

Full Name of Bidder	Petroleum Traders Corporation		
Main Business Address	7120 Pointe Inverness Way		
City, State, Zip Code	Fort Wayne, IN 46801-2357		
Telephone Number	888-637-7661	Email Address	jvanderpool@petroleumtraders.com
Bid Contact Person	Linda Stephens, Vice President		

The undersigned certifies that he is:

☐ the Owner/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:

Michael Himes, President
(President or Partner)

Linda Stephens, Vice President
Vicki Himes, Vice President
(Vice-President or Partner)

Glen Moonen, Secretary
(Secretary or Partner)

Michael Himes, President
(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 therein prescribed.

Further, the undersigned certifies and warrants that he is 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 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 he has examined and carefully prepared this bid and has 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 he 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 he will take in full payment therefore the sums set forth in the bidding schedule (subject to unit quantity adjustments based upon actual usage).

CONTRACT ADMINISTRATION INFORMATION:

CORRESPONDENCE TO CONTRACTOR:		REMIT TO CONTRACTOR:	
NAME	Petroeum Traders Corporation	NAME	Petroeum Traders Corporation
CONTACT	Joseph Vanderpool, Contract Sales Manager	CONTACT	Joseph Vanderpool, Contract Sales Manager
ADDRESS	7120 Pointe Inverness Way PO Box 2357	ADDRESS	7120 Pointe Inverness Way PO Box 2357
CITY ST ZIP	Fort Wayne, IN 46801-23657	CITY ST ZIP	Fort Wayne, IN 46801-23657
TX	888-637-7661	TX	888-637-7661
FX	260-203-3820	FX	260-203-3820
EMAIL	jvanderpool@petroleumtraders.com	EMAIL	jvanderpool@petroleumtraders.com
COUNTY BILL TO INFORMATION:		COUNTY SHIP TO INFORMATION:	
Various Locations		Various Locations	

ALL MATERIALS MUST BE BID AND SHIPPED F.O.B. DELIVERED (FREIGHT INCLUDED IN PRICE)

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:	**23-011-DOT**
COMPANY NAME:	Petroleum Traders Corporation
CONTACT PERSON:	Joseph Vanderpool
CONTACT EMAIL:	jvanderpool@petroleumtraders.com

Section II: Procurement Ordinance Requirements

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

Has the Bidder made contributions as described above?

- ☐ Yes
- ☒ No

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

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

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

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

- ☐ Yes
- ☒ No

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

NAME	PHONE	EMAIL

Section III: Violations

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

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

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

Ethics | DuPage Co. IL

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

ARTICLE VI. - PROCUREMENT | Code of Ordinances | DuPage County, IL | Municode Library

Section IV: Certification

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

Printed Name: Joseph Vanderpool Signature: [redacted]

Title: Contract Sales Manager Date: 01/23/2026

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

File #: PW-P-0005-26 **Agenda Date:** 2/17/2026 **Agenda #:** 17.A.

AWARDING RESOLUTION
ISSUED TO BURNS AND MCDONNELL
FOR A PROFESSIONAL RATE ANALYSIS OF
THE PUBLIC WORKS WATER AND SANITARY SEWER UTILITIES
(CONTRACT TOTAL NOT TO EXCEED $41,763)

WHEREAS, the COUNTY by virtue of its powers set forth in "Counties Code" (55 ILCS 5/5-1001 *et seq*.) and "General Powers of the County Board" (55 ILCS 5/5-15007 *et seq*.) is authorized to enter into this AGREEMENT; and

WHEREAS, the COUNTY requires professional rate analysis services from the CONSULTANT to conduct an independent rate study of its water and sanitary sewer utilities to assist the COUNTY with determining future user rates; (hereinafter referred to as "PROJECT"); and

WHEREAS, the CONSULTANT has experience and expertise in this area and is in the business of providing such professional water and sewer utility system rate study services and is willing to perform the required services for an amount not to exceed Forty-One Thousand Seven Hundred Sixty Three Dollars and 00/100 ($41,763.00); and

WHEREAS, the CONSULTANT acknowledges that it is qualified to perform the services covered by this AGREEMENT and is in good standing and has not been barred from performing professional services; and

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

BE IT FURTHER RESOLVED that the DuPage County Clerk be directed to transmit certified copies of this Resolution and the attached Agreement to the David Naumann, 9400 Ward Parkway, Kansas City, MO, 64114; Procurement Division of the Finance Department of DuPage County; Nicholas V. Alfonso, State's Attorney's Office.

Enacted and approved this 24th day of February, 2026 at Wheaton, Illinois.

_____

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____

JEAN KACZMAREK, COUNTY CLERK

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

SECTION 1: DESCRIPTION

General Tracking		*Contract Terms*	
FILE ID#:	RFP, BID, QUOTE OR RENEWAL #:	INITIAL TERM WITH RENEWALS: OTHER	INITIAL TERM TOTAL COST: $41,763.00
COMMITTEE: PUBLIC WORKS	TARGET COMMITTEE DATE: 02/17/2026	PROMPT FOR RENEWAL:	CONTRACT TOTAL COST WITH ALL RENEWALS: $41,763.00
	CURRENT TERM TOTAL COST: $41,763.00	MAX LENGTH WITH ALL RENEWALS:	CURRENT TERM PERIOD: INITIAL TERM
Vendor Information		*Department Information*	
VENDOR: Burns and McDonnell	VENDOR #:	DEPT: Public Works	DEPT CONTACT NAME: Sean Reese
VENDOR CONTACT: David Naumann	VENDOR CONTACT PHONE: 816-822-4207	DEPT CONTACT PHONE #: 630-985-7400	DEPT CONTACT EMAIL: sean.reese@dupagecounty.gov
VENDOR CONTACT EMAIL: dnaumann@burnsmcd.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 an agreement between the County of DuPage, Illinois and Burns and McDonnell, for review and completion of the 2026 Public Works rate analysis not to exceed $41,763.

JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished
The Public Works policy requires that user charges are reviewed on at least a 4 year basis by an independent rate consultant to ensure that the sewer and water rates are sufficient to support operation. This rate study will establish the proper sewer and water rates for the next 4 years to ensure continued operational viability.

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.

PROFESSIONAL SERVICES EXCLUDED PER DUPAGE ORDINANCE (SECTION 2-353) AND 50 ILCS 510/2 (ARCHITECTS, ENGINEERS & LAND SURVEYORS)

SECTION 3: DECISION MEMO

SOURCE SELECTION	Describe method used to select source. Utilizing the Qualification based selection (QBS) process, five (5) responses, were scored by Public Works staff. Burns and McDonnell scored highest on all of the criteria. Burns and McDonnell has a team of professionals specializing in rate analysis for municipal water and sewer utilities. They have an in depth understanding of the operational differences among public utilities and have an understanding of municipal utilities comparable in size and complexity to DuPage County Public Works.
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. Contract with Burns and McDonnell to complete the Public Works Rate Study, recommended due to their expertise in this field and their familiarity with the operations of the Public Works Department. 2. Contract with the firm with the second highest score. Not recommended due to the advanced and relevant experience and high evaluation of Burns and McDonnell. 3) Do not have a contract. Not recommended due to the need for a rate study to ensure proper sewer and water rates will fund continued operational viability.

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: Burns and McDonnell	Vendor#:	Dept: Public Works	Division: Public Works
Attn: David Naumann	Email: dnaumann@burnsmcd.com	Attn: Magda Leonida-Padilla	Email: pwaccountspayable@dupagecounty.gov
Address: 9400 Ward Parkway	City: Kansas City	Address: 7900 S. Rt. 53	City: Woodridge
State: MO	Zip: 64114	State: IL	Zip: 60517
Phone: 816-822-4207	Fax:	Phone: 630-985-7400	Fax:
Send Payments To:		*Ship to:*	
Vendor: Same as Above	Vendor#:	Dept: Same as Above	Division:
Attn:	Email:	Attn:	Email:
Address:	City:	Address:	City:
State:	Zip:	State:	Zip:
Phone:	Fax:	Phone:	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Feb 24, 2026	Contract End Date (PO25): Nov 30, 2026

Purchase Requisition Line Details											
LN	Qty	UOM	Item Detail (Product #)	Description	FY	Company	AU	Acct Code	Sub-Accts/ Activity Code	Unit Price	Extension
1	1	EA		Engineering Services for Public Works Rate Analysis	FY26	2000	2665	53090		41,763.00	41,763.00
FY is required, ensure the correct FY is selected.										Requisition Total	$ 41,763.00

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.

AGREEMENT
BETWEEN THE COUNTY OF DUPAGE, ILLINOIS
AND BURNS AND MCDONNELL ENGINEERING COMPANY, INC.
FOR WATER AND SEWER UTILITY SYSTEM RATE STUDY

This professional services agreement (hereinafter referred to as the AGREEMENT), made this 24th day of February 2026, between the County of DuPage, a body corporate and politic, with offices at 421 North County Farm Road, Wheaton, Illinois (hereinafter referred to as the COUNTY) and Burns & McDonnell Engineering Company, Inc., licensed to do business in the State of Illinois, with offices at 9400 Ward Parkway, Kansas City, MO 64114; (hereinafter referred to as the CONSULTANT). The COUNTY and the CONSULTANT are hereinafter sometimes individually referred to as a "party" or together as the "parties."

RECITALS

WHEREAS, the COUNTY by virtue of its powers set forth in "Counties Code" (55 ILCS 5/5-1001 *et seq.*) and "General Powers of the County Board" (55 ILCS 5/5-15007 *et seq.*) is authorized to enter into this AGREEMENT; and

WHEREAS, the COUNTY requires professional rate analysis services from the CONSULTANT to conduct an independent rate study of its water and sanitary sewer utilities to assist the COUNTY with determining future user rates;(hereinafter referred to as "PROJECT"); and

WHEREAS, the CONSULTANT has experience and expertise in this area and is in the business of providing such professional water and sewer utility system rate study services and is willing to perform the required services for an amount not to exceed Forty-One Thousand Seven Hundred Sixty Three Dollars and 00/100 ($41,763.00); and

WHEREAS, the CONSULTANT acknowledges that it is qualified to perform the services covered by this AGREEMENT and is in good standing and has not been barred from performing professional services; and

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

1.0 INCORPORATION AND CONSTRUCTION

1.1 All recitals set forth above are incorporated herein and made part thereof, the same constituting the factual basis for this AGREEMENT.

1.2 The headings of the paragraphs and subparagraphs of this AGREEMENT are inserted for convenience of reference only and shall not be deemed to constitute part of this AGREEMENT or to affect the construction hereof.

1.3 The exhibits referenced in this AGREEMENT shall be deemed incorporated herein and made a part hereof.

2.0 SCOPE OF SERVICES

2.1 Services are to be provided by the CONSULTANT according to the Scope of Work, specified as Exhibit A, attached hereto. The CONSULTANT shall complete all the services set forth in said exhibit for the compensation set forth in Section 7.0, below, unless otherwise modified as provided herein. The CONSULTANT agrees to obtain all necessary permits requested by the COUNTY when required to do so.

2.2 The CONSULTANT shall prepare and distribute meeting minutes within seven (7) days following meetings between the COUNTY or other group and the CONSULTANT concerning the PROJECT.

2.3 The COUNTY may, from time to time, request changes in the Scope of Work in this AGREEMENT. Any such changes, including any increase or decrease in the CONSULTANT'S compensation and Scope of Work, shall be documented by an amendment to this AGREEMENT in accordance with Section 14.0 of this AGREEMENT, except as allowed in Paragraph 15.3, below.

2.4 The relationship of the CONSULTANT to the COUNTY is that of independent contractor, and nothing in this AGREEMENT is intended nor shall be construed to create an agency, employment, joint venture relationship, or any other relationship allowing the COUNTY to exercise control or direction over the manner or method by which the CONSULTANT or its sub-contractors/sub-consultants provide services hereunder. Neither the CONSULTANT nor the CONSULTANT'S employees shall be entitled to receive any COUNTY benefits. The CONSULTANT shall be solely responsible for the payment of all taxes and withholdings required by law which may become due with regard to any compensation paid by the COUNTY to the CONSULTANT.

2.5 Services deemed to be a professional service under this AGREEMENT shall be performed and/or supervised by individuals licensed to practice by the State of Illinois in the applicable professional discipline.

2.6 Neither the CONSULTANT, nor the CONSULTANT'S employees, shall be retained as expert witnesses by the COUNTY except as by separate agreement.

3.0 NOTICE TO PROCEED

3.1 Authorization to proceed shall be given on behalf of the COUNTY by the Director of Public Works (hereinafter referred to as the "Director"), in the form of a written Notice to Proceed following execution of this AGREEMENT by the County Board Chair.

Authorization to proceed with various tasks described in Exhibit A will be given to the CONSULTANT by representatives of the Department of Public Works.

3.2 In addition to the Notice to Proceed, the Director, or his/her designee, may, on behalf of the COUNTY, approve, deny, receive, accept or reject any submission, notices or invoices from or by the CONSULTANT, as provided for in this AGREEMENT, including but limited to, acts performed in accordance with Paragraphs 3.3, 4.1, 5.2, 6.1, 7.3, 7.4, 8.2, 8.3, 15.3 and 21.2, as well as any requirements contained in Exhibit B attached hereto.

3.3 The CONSULTANT shall not perform additional work related to a submittal until the COUNTY has completed its review of the submittal, unless otherwise directed in writing by the Director or his designee. The CONSULTANT may continue to work on items unrelated to the submittal under review by the COUNTY.

4.0 TECHNICAL SUBCONSULTANTS

4.1 The prior written approval of the COUNTY shall be required before the CONSULTANT hires any sub-consultant(s) to complete COUNTY-ordered technical or professional tasks or services under the terms of this AGREEMENT. COUNTY approval of sub-consultant(s) includes approval of any new and/or modified billing rates (Exhibit A) and/or fee schedules as referenced in Paragraph 7.3.

4.2 The CONSULTANT shall supervise any sub-consultant(s) hired by the CONSULTANT and the CONSULTANT shall be solely responsible for any and all work performed by said sub-consultant, or sub-consultants, in the same manner and with the same liability as if performed by the CONSULTANT.

4.3 The CONSULTANT shall require any sub-consultant hired for the performance of any work or activity in connection to this AGREEMENT to agree and covenant that the sub-consultant also meets the terms of Sections 8.0 and 13.0 and Paragraph 25.2 of this AGREEMENT and shall fully comply therewith while engaged by the CONSULTANT in services for the COUNTY on the PROJECT or Work Orders.

5.0 TIME FOR PERFORMANCE

5.1 The CONSULTANT shall commence work to meet the requirements for professional services on the PROJECT after the COUNTY issues its written Notice to Proceed. The COUNTY is not liable and will not pay the CONSULTANT for any work performed before the date of the Notice to Proceed.

5.2 Unless otherwise defined in Exhibit A the CONSULTANT shall submit a schedule for completion of the PROJECT within ten (10) days of the written Notice to Proceed. The schedule is subject to approval by the COUNTY. All of the services required hereunder

shall be completed by November 30, 2026, unless the term of this AGREEMENT is extended in conformity with Article 14 below.

5.3 If the CONSULTANT is delayed at any time in the progress of the PROJECT by any act or neglect of the COUNTY or by any employee of the COUNTY or by changes ordered by the COUNTY, or any other causes beyond the CONSULTANT'S control, the sole remedy and allowance shall be an extension of time for completion. Such extension shall be that which is determined reasonable by the COUNTY upon consultation with the CONSULTANT. The CONSULTANT shall accept and bear all other costs, expenses and liabilities that may result from such delay.

6.0 DELIVERABLES

6.1 The CONSULTANT shall provide the COUNTY on or before the expiration of this AGREEMENT, or 14 days after notice of termination or when the Director directs, the deliverables specified in **Exhibit B**.

7.0 COMPENSATION

7.1. The COUNTY shall pay the CONSULTANT for services rendered and shall only pay in accordance with the provisions of this AGREEMENT. The COUNTY shall not be obligated to pay for any services not in compliance with this AGREEMENT.

7.2. Total payments to the CONSULTANT under the terms of this AGREEMENT shall not under any circumstances exceed Forty-One Thousand Seven Hundred Sixty Three Dollars and 00/100 ($41,763.00). This amount is a "not to exceed" amount. In the event the COUNTY directs the CONSULTANT to perform services which would cause the stated amount to be exceeded, the CONSULTANT shall not be responsible for such services until this AGREEMENT is modified pursuant to Article 14.0.

7.3 For services performed by the CONSULTANT, the COUNTY shall pay a fixed fee not to exceed $41,763.00. The fixed fee includes all costs the COUNTY will reimburse the CONSULTANT for its performance of the work defined in Exhibit A.

7.3.a If overtime/weekend/holiday (o/w/h) rates are expressly allowed under the AGREEMENT or a modification thereto, but such rates are not otherwise specified, the o/w/h rate for each category shall be no more than one hundred fifty percent (150%) of the stated normal rate for that category. The o/w/h rate, when allowed, shall only be permitted if any CONSULTANT personnel have

worked more than 40 hours in a given week (Sunday-Saturday) on the PROJECT or Work Order(s).

7.3.b If this AGREEMENT or a modification thereto authorizes the CONSULTANT to alter its fees, such fee changes shall be subject to the following unless otherwise provided in the AGREEMENT: (i) The CONSULTANT may only change the hourly billing rates stated in Exhibit A once per calendar year; (ii) hourly billing rates may not be changed prior to one hundred twenty (120) days from the date of execution of this AGREEMENT or from the date of any previous hourly billing rates change; and (iii) the CONSULTANT shall provide the COUNTY with forty-five (45) days' notice of any proposed change in hourly billing rates. The CONSULTANT shall not invoice the COUNTY using increased hourly billing rates without compliance to the notice requirements listed above.

7.4 If the scope of work for this AGREEMENT includes the use of job classifications covered by the prevailing rate of wages, the prevailing rate must be reflected in the cost estimate for this AGREEMENT. The rates have been ascertained and certified by the Illinois Department of Labor for the locality in which work is to be performed. If the Illinois Department of Labor revises the prevailing rates of wages to be paid, as listed in the specification of rates, the CONSULTANT may not pay less than the revised rates of wages. Current wage rate information shall be obtained by visiting the Illinois Department of Labor web site at http://www.state.il.us/agency/idol/ or calling 312-793-2814. It is the responsibility of the CONSULTANT to review the rates applicable to the work in this AGREEMENT, at regular intervals, in order to insure the timely payment of current rates. Provision of this information to the CONSULTANT, by means of the Illinois Department of Labor web site, satisfies the notification of revisions by the COUNTY to the CONSULTANT pursuant to the Act, and the CONSULTANT agrees that no additional notice is required. The CONSULTANT shall notify each of its sub-consultants of the revised rates of wages.

7.5 The CONSULTANT shall submit invoices, for services rendered including any allowable expenses, to the COUNTY. All invoices shall include a remittance address. The COUNTY shall not be required to pay the CONSULTANT more often than monthly. Each invoice shall be submitted in a format agreed to in advance by the COUNTY. Each invoice shall also include a progress report that describes work completed for the invoice period, anticipated work for the next invoice period, outstanding issues or items that require a response, whether the work is progressing according to the approved schedule, and a discussion of the budget status. The CONSULTANT shall be required to submit a monthly progress report to the COUNTY even if a monthly invoice is not submitted to the COUNTY. The CONSULTANT shall provide the COUNTY with a valid taxpayer identification number prior to making any request for compensation. Payment will not be made for services completed or expenses incurred more than six-months (180 days) prior to submission of any invoice and any statute of limitations to the contrary is hereby waived. When requested by the COUNTY, the CONSULTANT shall submit certified time sheets as additional documentation for the invoiced services.

7.6 Upon approval of properly documented invoices, the COUNTY shall reimburse the CONSULTANT the amount–invoiced for services completed in accordance with this AGREEMENT, provided that the amount invoiced together with the amounts of previous partial payments do not exceed the total compensation specified in this AGREEMENT. The COUNTY may not deny a properly documented claim for compensation, in whole or in part, without cause. The COUNTY shall pay all invoices pursuant to 50 ILCS 505, "Local Government Prompt Payment Act."

7.7 In the event of any overcharge by the CONSULTANT, the CONSULTANT shall refund the COUNTY within thirty (30) days of discovery of said overcharge by the CONSULTANT or notice to the CONSULTANT by the COUNTY. The COUNTY reserves the right to offset any overcharges against any amounts due and owing the CONSULTANT under this or any other AGREEMENT between the parties. The COUNTY shall be entitled to the statutory interest rate for judgments under Illinois law for any overcharges not timely refunded (or credited) in accord with this provision, which interest shall be in addition to any other remedies the COUNTY may have under the law or this AGREEMENT.

7.8 Upon acceptance of all deliverables specified in Exhibit B of this AGREEMENT, final payment shall be made to the CONSULTANT, including any retainage.

8.0 CONSULTANT'S INSURANCE

8.1 The CONSULTANT shall maintain, at its sole expense, insurance coverage including:

8.1.a **Worker's Compensation Insurance** in the statutory amounts.

8.1.b **Employer's Liability Insurance** in an amount of one million dollars ($1,000,000.00) each accident/injury and one million dollars ($1,000,000.00) each employee & policy limit/disease.

8.1.c **Commercial (Comprehensive) General Liability Insurance**, (including contractual liability) with limits of one million dollars ($1,000,000.00) per occurrence, and two million dollars ($2,000,000.00) in the annual aggregate for bodily injury/property damage. **An Endorsement must also be provided including the County of DuPage c/o the Director of Public Works/County Engineer, DuPage County Department of Public Works, its' Officers, Elected Officials and employees, 421 N. County Farm Rd., Wheaton, IL 60187, as an additional insured as required by written contract. This additional insured endorsement is to be on a primary basis and include a waiver of subrogation endorsement.**

8.1.d **Commercial (Comprehensive) Automobile Liability Insurance** with a limit of one million dollars ($1,000,000.00) for any one occurrence of death, bodily

injury or property damage. **An Endorsement must also be provided including the County of DuPage c/o the Director of Public Works/County Engineer, DuPage County Department of Public Works, its' Officers, Elected Officials and employees, 421 N. County Farm Rd., Wheaton, IL 60187, as an additional insured as required by written contract. This additional insured endorsement is to be on a primary basis and include a waiver of subrogation endorsement.**

8.1.e **Professional Liability Insurance (Errors and Omissions)** shall be provided with limits of one million dollars ($1,000,000.00) per claim and in the aggregate during the term of this AGREEMENT and shall be maintained in the form of an additional endorsement for a period of four (4) years after the date of the final payment for this AGREEMENT. The CONSULTANT shall provide the COUNTY a certificate of insurance at the beginning of each year evidencing same.

8.2 It shall be the duty of the CONSULTANT to provide to the COUNTY copies of the CONSULTANT'S Certificates of Insurance, as well notice of all applicable coverage and cancellation endorsements before issuance of a Notice to Proceed. It is the further duty of the CONSULTANT to immediately notify the COUNTY if any insurance required under this AGREEMENT has been cancelled, materially changed, or renewal has been refused, and the CONSULTANT shall immediately suspend all work in progress and take the necessary steps to purchase, maintain and provide the required insurance coverage. If a suspension of work should occur due to insurance requirements, upon verification by the COUNTY of the CONSULTANT curing any breach of its required insurance coverage, the COUNTY shall notify the CONSULTANT that the CONSULTANT can resume work under this AGREEMENT. The CONSULTANT shall accept and bear all costs that may result from the cancellation of this AGREEMENT due to CONSULTANT'S failure to provide and maintain the required insurance.

8.3 The insurance required to be purchased and maintained by the CONSULTANT shall be provided by an insurance company acceptable to the COUNTY, and except for the insurance required in subparagraph 8.1.e, CONSULTANT'S insurance providers shall be authorized to do business in the State of Illinois; and shall include the specific coverage and be written for the limits of the liability specified herein or required by law or regulation whichever is greater; and shall be so endorsed that the coverage afforded will not be canceled until thirty (30) days prior written notice has been given to the COUNTY except for cancellation due to non-payment of premium for which ten (10) days prior written notice has been given to the COUNTY.

8.4 The CONSULTANT shall require all approved sub-consultants, anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable under this AGREEMENT to maintain the same insurance required of the CONSULTANT, including the COUNTY as an additional insured in the same coverage types and amounts as the CONSULTANT, per Section 8.0. The COUNTY retains the right to obtain evidence of sub-consultants insurance coverage at any time.

8.5 COUNTY and CONSULTANT release each other and waive all rights of subrogation against each other and their officers, directors, or employees for damage covered by property insurance during and after the completion of CONSULTANT'S services.

9.0 INDEMNIFICATION

9.1 The CONSULTANT shall indemnify, hold harmless and defend the COUNTY, its officials, officers, agents, and employees from and against all liability, claims, suits, demands, proceedings and actions, including costs, fees and expense of defense, arising from, growing out of, or related to, any loss, damage, injury, death, or loss or damage to property to the extent caused or contributed to by the CONSULTANT'S negligent or willful acts, errors or omissions in its performance under this AGREEMENT.

9.2 Nothing contained herein shall be construed as prohibiting the COUNTY, its officials, directors, officer and employees from defending through the selection and use of their own agents, attorneys and experts, any claims, suits, demands, proceedings and actions brought against them. Pursuant to Illinois law, any attorney representing the COUNTY, under this paragraph or paragraph 9.1, who is not already an Assistant State's Attorney, is to be appointed a Special Assistant State's Attorney, in accordance with the applicable law. The COUNTY'S participation in its defense shall not remove the CONSULTANT'S duty to indemnify, defend, and hold the COUNTY harmless, as set forth above.

9.3 Any indemnity as provided in this AGREEMENT shall not be limited by reason of the enumeration of any insurance coverage herein provided. The CONSULTANT'S indemnification of the COUNTY shall survive the termination, or expiration, of this AGREEMENT.

9.4 The COUNTY does not waive, by these indemnity requirements, any defenses or protections under the Local Governmental and Governmental Employees Tort Immunity Act (745 ILCS 10/1 *et seq.*) or otherwise available to it, or to the CONSULTANT, under the law.

9.5 In no event will CONSULTANT be liable for any special, indirect, or consequential damages including, without limitation, damages or losses in the nature of increased costs, loss of revenue or profit, lost production, claims by customers of COUNTY, and/or governmental fines or penalties.

9.6 Except in the case of intentional misrepresentation, fraud, intentional torts, gross negligence or the costs of defense and indemnification related to personal/bodily injury, including wrongful death, or third party property damage required by paragraph 9.1, above, CONSULTANT's aggregate liability for all other damages connected with its services for the Project, whether or not covered by CONSULTANT's insurance, will not exceed $1,000,000.

10.0 SATISFACTORY PERFORMANCE

10.1 The COUNTY is entering into an AGREEMENT with this CONSULTANT because the CONSULTANT professes to the COUNTY that it will employ the standard of care within its profession in the performance of the services herein contracted. Accordingly, the CONSULTANT'S and sub-consultant(s) standard of performance under the terms of this AGREEMENT shall be that which is to the satisfaction of the COUNTY and meets the quality and standards commonly provided by similar professional engineering firms practicing in DuPage County and the State of Illinois.

10.2 In the event there are no similar professional firms practicing in DuPage County, Illinois, with respect to the type of work for which this CONSULTANT has been engaged, the CONSULTANT'S services shall be performed in a manner consistent with the customary skill and care of its profession.

10.3 If any errors, omissions, or acts, intentional or negligent, are made by the CONSULTANT, or its' sub-consultant(s), in any phase of the work, the correction of which requires additional field or office work, the CONSULTANT shall be required to perform such additional work as may be necessary to remedy same without undue delay and without charge to the COUNTY. In the event any errors or omissions are detected after the expiration or termination of the AGREEMENT, the CONSULTANT may at the COUNTY'S option have the responsibility to cure same under this provision.

10.4 Acceptance of the work shall not relieve the CONSULTANT of the responsibility for the quality of its work, nor its liability for loss or damage resulting from any errors, omissions, or negligent or willful acts by the CONSULTANT or its sub-consultants.

11.0 BREACH OF CONTRACT

11.1 In the event of any breach of this AGREEMENT, the non-breaching party shall give notice to the breaching party stating with particularity the nature of the alleged breach, and the breaching party shall be allowed a reasonable opportunity to cure said breach. Either party's failure to timely cure any breach of this AGREEMENT shall relieve the other party of the requirement to give thirty (30) days' notice for termination of this AGREEMENT in accordance with Paragraph 16.1, below, and in such a case, ten (10) days' written notice to the breaching party is sufficient notice. Notwithstanding the above term, the CONSULTANT'S failure to maintain insurance in accordance with Section 8.0, above, or in the event of any of the contingencies described in Paragraph 16.1 below, shall be grounds for the COUNTY'S immediate termination of this AGREEMENT. Any breach of any covenant or term of this AGREEMENT by one or more of the CONSULTANT'S sub-consultants shall be deemed a breach by CONSULTANT subject to the terms of this AGREEMENT.

12.0 OWNERSHIP OF DOCUMENTS

12.1 The CONSULTANT agrees that any and all deliverables prepared for the COUNTY under the terms of this AGREEMENT shall be properly arranged, indexed and delivered to the COUNTY as provided in paragraph 6.1. An electronic copy of all applicable deliverables, in a format designated by the COUNTY'S representative, shall be provided to the COUNTY.

12.2 The documents and materials made or maintained under this AGREEMENT shall be and will remain the property of the COUNTY which shall have the right to use same without restriction or limitation and without compensation to the CONSULTANT other than as provided in this AGREEMENT. The CONSULTANT waives any copyright interest in said deliverables.

12.3 The COUNTY acknowledges that the use of information that becomes the property of the COUNTY pursuant to Paragraph 12.2, for purposes other than those contemplated in this AGREEMENT, shall be at the COUNTY'S sole risk.

12.4 The CONSULTANT may, at its sole expense, reproduce and maintain copies of deliverables provided to the COUNTY.

13.0 COMPLIANCE WITH THE LAW AND OTHER AUTHORITIES

13.1 The CONSULTANT, and sub-consultant(s), shall comply with Federal, State and Local statutes, ordinances and regulations and obtain permits, licenses, or other mandated approvals, whenever applicable.

13.2 The CONSULTANT, and sub-consultant(s), shall not discriminate against any worker, job applicant, employee or any member of the public, because of race, creed, color, sex, age, handicap, or national origin, or otherwise commit an unfair employment practice. The CONSULTANT, and sub-consultant(s), shall comply with the provisions of the Illinois Human Rights Act, as amended, 775 ILCS 5/-101, *et seq*., and with all rules and regulations established by the Department of Human Rights.

13.3 The CONSULTANT, by its signature on this AGREEMENT, certifies that it has not been barred from being awarded a contract or subcontract under the Illinois Procurement Code, 30 ILCS 500/1-1, *et seq*.; and further certifies that it has not been barred from contracting with a unit of State or local government as a result of a violation of Section 33E-3 or 33E-4 of the Illinois Criminal Code (Illinois Compiled Statutes, Chapter 720, paragraph 5/33E-3).

13.4 The CONSULTANT, by its signature on this AGREEMENT, certifies that no payment, gratuity or offer of employment, except as permitted by the Illinois State Gift Ban Act and the County of DuPage Ethics Ordinance, was made by or to the CONSULTANT, or CONSULTANT'S personnel, in relation to this AGREEMENT. The CONSULTANT has also executed the attached Ethics Disclosure Statement that is made a part hereof and agrees to update contribution information on an ongoing basis during the life of the AGREEMENT as required by said Ordinance.

13.5 The CONSULTANT covenants that it has no conflicting public or private interest and shall not acquire directly or indirectly any such interest which would conflict in any manner with the performance of the CONSULTANT'S services under this AGREEMENT.

13.6 **In accordance with the Vendor Information Reporting Act (35 ILCS 200/18-50.2),** the COUNTY is required to collect and electronically publish data from all consultants and subconsultants as to: (1) whether they are 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 (2) whether the consultant or any subconsultants are self-certifying or whether they hold certifications for those above-referenced categories. If self-certifying, the consultants and subconsultants shall disclose whether they qualify as a small business under federal Small Business Administration standards. **In compliance with the Vendor Information Reporting Act, within 60 calendar days of the COUNTY'S award of the contract for work covered under this AGREEMENT, the awarded consultant, and each subconsultant, must complete the Awarded Vendor Questionnaire (found at** https://mwv.dupageco.org/**).**

13.7 The CONSULTANT acknowledges knowledge of the COUNTY'S Procurement Ordinance, which is hereby incorporated in this AGREEMENT, and has had an opportunity to review it. The CONSULTANT agrees to submit changes for Scope of Work or compensation in accordance with said Ordinance.

14.0 MODIFICATION OR AMENDMENT

14.1 The parties may modify or amend terms of this AGREEMENT only by a written document duly approved and executed by both parties.

14.2 The CONSULTANT agrees to submit changes for Scope of Work or compensation on a COUNTY designated form.

15.0 TERM OF THIS AGREEMENT

15.1 The term of this AGREEMENT shall begin on the date the AGREEMENT is fully executed, and shall continue in full force and effect until the earlier of the following occurs:

(a) The termination of this AGREEMENT in accordance with the terms of Section 16.0, or

(b) The expiration of this AGREEMENT on November 30, 2026, or to a new date agreed upon by the parties, or

(c) The completion by the CONSULTANT and the COUNTY of their respective obligations under this AGREEMENT, in the event such completion occurs before November 30, 2026.

15.2 The CONSULTANT shall not perform any work under this AGREEMENT after the expiration date set forth in Paragraph 15.1(b), above or after the early termination of this AGREEMENT. The COUNTY is not liable and will not reimburse the CONSULTANT for any work performed after the expiration or termination date of the AGREEMENT. However, nothing herein shall be construed so as to relieve the COUNTY of its obligation to pay the CONSULTANT for work satisfactorily performed prior to expiration or termination of the AGREEMENT and delivered in accordance with Paragraph 6.1, above.

15.3 The term for performing this AGREEMENT may be amended by a Change Order, or other COUNTY designated form, signed by both parties without formal amendment pursuant to paragraph 14.1 above.

16.0 TERMINATION

16.1 Except as otherwise set forth in this AGREEMENT, either party shall have the right to terminate this AGREEMENT for any cause or without cause thirty (30) days after having served written notice upon the other party, except in the event of CONSULTANT'S failure to maintain suitable insurance at the requisite coverage amounts, insolvency, bankruptcy or receivership, or if the CONSULTANT is barred from contracting with any unit of government, or is subsequently convicted or charged with a violation of any of the statutes or ordinances identified in Section 13.0, above, in which case termination shall be effective immediately upon receipt of notice from COUNTY at COUNTY'S election.

16.2 Upon such termination, the liabilities of the parties to this AGREEMENT shall cease, but they shall not be relieved of the duty to perform their obligations up to the date of termination, or to pay for services rendered prior to termination. There shall be no termination expenses.

16.3 Upon termination of the AGREEMENT, all data, work products, reports and documents produced because of this AGREEMENT shall become the property of the COUNTY. Further, the CONSULTANT shall provide all deliverables within fourteen (14) days of termination of this AGREEMENT in accordance with the other provisions of this AGREEMENT.

17.0 ENTIRE AGREEMENT

17.1 This AGREEMENT, including matters incorporated herein, contains the entire agreement between the parties.

17.2 There are no other covenants, warranties, representations, promises, conditions or understandings; either oral or written, other than those contained herein.

17.3 This AGREEMENT may be executed in one or more counterparts, each of which shall for all purposes be deemed to be an original and all of which shall constitute the same instrument.

17.4 In event of a conflict between the terms or conditions of this AGREEMENT and any term or condition found in any exhibit or attachment, the terms and conditions of this AGREEMENT shall prevail.

18.0 ASSIGNMENT

18.1 Either party may assign this AGREEMENT provided, however, the other party shall first approve such assignment, in writing.

19.0 SEVERABILITY

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

19.2 In the event of the contingency described in Paragraph 19.1, above, the parties shall make a good faith effort to amend this AGREEMENT pursuant to Paragraph 14.1, above, in order to remedy and, or, replace any provision declared unenforceable or invalid.

20.0 GOVERNING LAW

20.1 The laws of the State of Illinois shall govern this AGREEMENT as to both interpretation and performance.

20.2 The venue for resolving any disputes concerning the parties' respective performance under this AGREEMENT shall be the Judicial Circuit Court for DuPage County.

21.0 NOTICES

21.1 Any required notice shall be sent to the following addresses and parties:

Burns and McDonnell Engineering Company, Inc.
9400 Ward Parkway
Kansas City, MO 64114
ATTN: David Naumann
Sr. Project Manager
Phone: 816-822-4207
Email: dnaumann@burnsmcd.com

DuPage County Public Works
421 N. County Farm Road
Wheaton, IL 60187
ATTN: Nick Kottmeyer, Chief Administrative Officer
Phone: 630.407.6805
Email: Nick.kottmeyer@dupagecounty.gov

21.2 All notices required to be given under the terms of this AGREEMENT shall be in writing and either (a) served personally during regular business hours; (8:00a.m.-4:30p.m. CST or CDT Monday–Friday); (b) served by certified or registered mail, return receipt requested, properly addressed with postage prepaid; or (d) served by email transmission during regular business hours (8:00 a.m. – 4:30 p.m. CST or CDT Monday-Friday), return receipt requested. Notices served personally, by email transmission shall be effective upon receipt, and notices served by mail shall be effective upon receipt as verified by the United States Postal Service. Each party may designate a new location for service of notices by serving notice thereof in accordance with the requirements of this Paragraph, and without compliance to the amendment procedures set forth in Paragraph 14.1, above.

22.0 WAIVER OF/FAILURE TO ENFORCE BREACH

22.1 The parties agree that the waiver of, or failure to enforce, any breach of this AGREEMENT shall not be construed, or otherwise operate, as a waiver of any future breach of this AGREEMENT and shall not prevent the remaining party from enforcing this AGREEMENT with respect to a different breach.

23.0 FORCE MAJEURE

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

24.0 RESERVED

25.0 QUALIFICATIONS

25.1 The CONSULTANT shall employ only well qualified persons in responsible charge of any elements of the work covered under this AGREEMENT, all subject to COUNTY approval.

25.2 The CONSULTANT'S project manager specified in Exhibit A shall be considered essential to the work covered under this AGREEMENT. If for any reason, substitution of the project manager becomes necessary, the CONSULTANT shall provide advance written notification of the substitution to the COUNTY. Such written notification (Exhibit C) shall include the proposed successor's name and resume of their qualifications.

25.2 Failure by the CONSULTANT to properly staff the PROJECT with qualified personnel shall be sufficient cause for the COUNTY to deny payment for services performed by unqualified personnel and will serve as a basis for cancellation of this AGREEMENT.

25.3 The CONSULTANT shall require any sub-consultant(s) utilized for the PROJECT to employ qualified persons to be the same extent such qualifications are required of the CONSULTANT'S personnel. The COUNTY shall have the same rights under Paragraph 25.2 above, with respect to the CONSULTANT'S sub-consultant(s) being properly staffed while engaged in the PROJECT.

[Signatures on following page]

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

COUNTY OF DUPAGE

Deborah A. Conroy, Chair
DuPage County Board

BURNS & MCDONNELL ENGINEERING CO., INC.

[redacted]

David F. Naumann
Senior Project Manager

ATTEST BY:

Jean Kaczmarek, County Clerk

ATTEST BY:

[redacted]

Alex Craven
Project Delivery Manager

EXHIBIT A

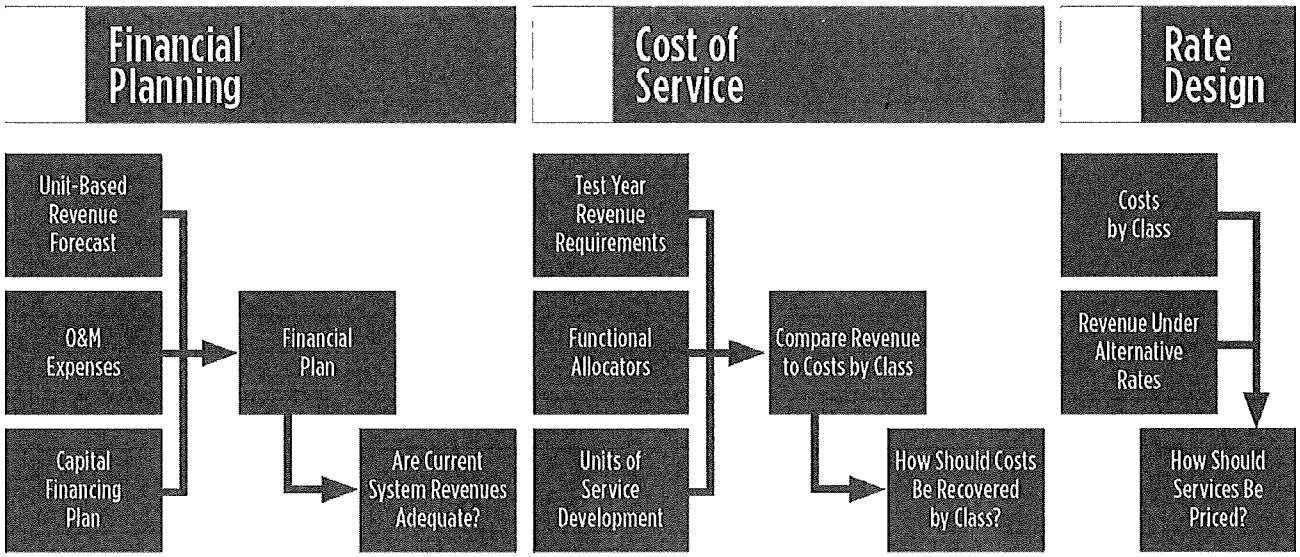
SCOPE OF WORK

PROPOSED PROJECT APPROACH, TIMELINE, AND COST

OUR APPROACH TO MUNICIPAL RATE STUDIES

At its most basic level, Burns & McDonnell's rate studies are designed to create a financial roadmap to prudently plan for funding requirements, to defensibly and equitably recover costs and to implement rate adjustments that achieved utility policy goals and objectives.

Our approach to executing utility rate studies is grounded in the principles established by the American Water Works Association (AWWA*) M1 Rate Manual* and the Water Environment Federation (WEF) *Financing and Charges for Wastewater Systems*. The three-step approach we follow to complete utility rate studies aligns with industry standards and is depicted on the following page. Each study we perform is tailored to meet each individual client's needs; however, at its core, our proposed project team has applied this three-step approach in essentially all comprehensive financial planning, cost of service and rate studies we conduct. This approach is proven and will serve as a solid basis for the execution of DuPage County's desired Study.



- **Step 1: Financial Planning provides an indication of the adequacy of the revenue generated by current rates.** The results of the financial forecast analysis will answer the questions "Are the existing rates adequate?" and "If not, what level of overall revenue adjustment is needed?"
- **Step 2: Cost of Service focuses on assigning cost responsibility to customer classes.** Each customer class is allocated an appropriate share of the overall system costs based on the level of service provided. The net revenue requirements (costs to be recovered from rates) identified in Step 1 are allocated to customers in accordance with industry standards and principles and system characteristics.
- **Step 3: Rate Design provides for the required revenue recovery.** Once the overall level of revenue required is identified and customer class responsibility for that level of revenue is determined, schedules of rates for each rate class are developed that will generate revenues accordingly.

We have organized the Proposed Work Plan below to address the specific scope of services requested in DuPage County's

PROPOSED PROJECT APPROACH, TIMELINE, AND COST
(continued)

scope as indicated in the QBS document, as well as our recent conversations. All requested scope components are included herein and are sequenced in a way we believe will enable project completion efficiently and effectively. We are prepared to adjust our approach to meet DuPage County's needs as may be desired.

PROPOSED WORK PLAN

The studies for each utility are very similar in content and philosophy but there are subtle differences based on nuances for each particular utility. The following specific tasks are proposed to be undertaken to complete the proposed Study.

Task 1 – Initiate Project

The objective of Task 1 is to initiate the Study, collecting pertinent data and collaborating with DuPage County to confirm consensus understanding of issues, milestones, communication strategies and other matters.

Task 1.1 – Request for Information

Within five working days following receipt of the Notice to Proceed, Burns & McDonnell will provide DuPage County with a preliminary data request to complete the Study. The data request will itemize information needed for understanding the financial and operating characteristics and cost drivers of the utilities and within each of the service areas. Such information is anticipated to include items such as:

- Budgets and capital plans;
- Audited financial statements for the previous three fiscal years;
- Budget versus actual revenues and expenses for the previous three fiscal years;
- Bond covenants, intergovernmental agreements and other contractual requirements, as applicable;
- Historical summary customer data (e.g. number of active accounts by meter size and by customer class, usage for water and sewer by class, revenues by class – stratified by service area)
- A full fiscal year of detailed billing data for each utility representing all water and sewer bills issued for service in that fiscal year, including customer account number, meter size, billed water and sewer volume, and revenue for each bill.
- Projected capital expenditures;
- Fund balances;
- Existing debt and loan payment schedules;
- Reserve policies;
- Fixed asset system records, including original cost, vintage date, annual depreciation, accumulated depreciation and related depreciation rates; and,
- Other appropriate information as deemed necessary.

We recognize that DuPage County may not have all information requested readily available or may track information differently than requested. If any requested data represents a substantial effort to compile, we will work with DuPage County to discuss alternative options as may be available. To facilitate the exchange of data, and particularly for large files, we can provide a data exchange or SharePoint site for use during the project.

Task 1.2 – Conduct Project Kick-off Meeting

Burns & McDonnell will conduct a project kick-off meeting virtually via Microsoft Teams. This meeting will provide the opportunity for Burns & McDonnell and DuPage County to discuss the project approach, schedule, deliverables, various issues to be addressed, and the initial data and information requested. During the meeting, we will work with DuPage County to finalize the study goals, objectives, and timeline that will result in completion of all tasks and deliverables in accordance with DuPage County's needs. Burns & McDonnell will provide an agenda in advance of the meeting.

Task 1 Deliverables and Meetings:

- Deliverables: Initial data request
  Electronic copies of kick-off meeting agenda
- Formal Meeting: Project kick-off Teams meeting

Task 2 – Financial Plan Development

The objective of Task 2 is to develop a multi-year financial plan for each utility system that adequately funds the operating and capital requirements, complies with financial management policies and bond covenants, and provides a defensible and implementable plan for the utilities to move forward. DuPage County's scope indicates a preference for a detailed 4-year forecast and a 20-year long term plan, which we will provide.

Burns & McDonnell will develop the financial forecasts specifically for the water and sewer utilities. This will determine whether each utility's revenues under current rates can be expected to provide adequate funding for future utility operating and capital costs. The results of the financial forecasts will be utilized to define the targeted annual revenue requirements for each system.

Task 2.1 – Evaluate Current Usage Levels and Prepare Revenue Forecast

Projected annual utility service revenues under existing rates will be developed. Burns & McDonnell will review historical growth in the number of customers by class and by service area, and then forecast the annual number of customers for each utility rate class for each year of the forecast period. *For the purposes of this study, a service area is defined as any area with its own distinct rate for DuPage County's water or sewer service.*

Burns & McDonnell will analyze water consumption characteristics for a recent, representative fiscal year to determine quantities billed by class at various usage blocks, as applicable. Burns & McDonnell will assess trends in usage for water and sewer billable flow by class over a three-year period. Based on the trend analysis and other available information, Burns & McDonnell will estimate the future usage per customer for each rate class for each utility.

This information will be used in the forecast of revenues under existing rates, and will provide important data used in the consideration of rate structures.

Task 2.2 – Project Capital Flow of Funds

Burns & McDonnell will review the capital improvement plan (CIP) provided by DuPage County and develop a capital planning flow of funds. This plan will acknowledge anticipated sources and uses of capital funds to implement the CIP. Funding sources may include issuance of proposed bonds, loans, growth-related fees, existing balances, and other sources as applicable. Uses of funds will include the CIP, cost of debt issuance, and other costs as identified through consultation with DuPage County.

Task 2.3 – Project Operating Revenue Requirements

Projections of annual system operation and maintenance expenses will be developed based on variables that may include projected water and sewer usage, historical expense levels, existing budgets, inflation estimates and the input of DuPage County staff regarding any planned changes to the operation and maintenance of the utility systems.

Annual debt service requirements on any outstanding debt will be included in the operating forecast. To the extent additional financing of expected capital improvements is indicated to be required, estimates of new debt service requirements will also be incorporated in the forecast. In addition, the impacts of any financial performance requirements or targets, i.e. debt service coverage requirement, reserve levels, target operating ratio, etc., whether imposed internally or externally, will be considered.

Projections of any other system cash expenditures not included in any of the above categories will also be captured in the financial forecast. Such expenditures often include transfers or routine capital expenditures not otherwise included in a capital

improvement plan.

Task 2.4 – Review and Finalize Operating Cash Flows

Burns & McDonnell will summarize the annual forecasts of each utility's revenues and operating requirements in the form of pro-forma cash flow analyses. These analyses will identify any annual operating surplus or deficit anticipated during the study period. Additionally, these cash flows will be structured to separate expansion and non-expansion sources and uses of revenue. The sufficiency of existing rates to meet future revenue requirements will be evaluated based the ability to meet certain financial performance measures, including the anticipated annual surplus or deficit, debt service coverage levels, reserve balance goals, and other policies or measures developed in conjunction with DuPage County. If revenues under existing rates are not sufficient to meet future revenue requirements, adjustments will be proposed.

Burns & McDonnell will review the preliminary forecast results with DuPage County during a virtual Microsoft Teams meeting. During this meeting, Burns & McDonnell will review assumptions and results for each component of the cash flow forecast. Adjustments may be made "real time" to optimize the financial plans and meet DuPage County's needs.

Task 2 Deliverables and Meetings:

- Deliverables: Evaluation of usage characteristics and trends
  Projected cash flows for each utility
  Cash flow scenario analyses
- Formal Meeting: Teams meeting to finalize cash flow

Task 3 –Cost of Service Analysis

A cost of service analysis focuses on assigning cost responsibility to the different classifications of customers. Each customer class is allocated an appropriate share of the overall system costs of providing service. The test year revenue requirement selected in collaboration with DuPage County will serve as the basis for the cost of service analysis for the utility systems. The revenue requirement will be calculated using the cash basis.

Under the cash basis, the revenues of the utility must be sufficient to cover all the cash needs for the period during which the rates are intended to be adequate. This basis is generally used by publicly owned utilities and is an extension of cash-oriented budgeting and accounting systems traditionally used by local governments. Revenue requirements under this basis include operation and maintenance expenses, routine annual replacements, debt service requirements, revenue-financed major capital improvements, as well as any payment or transfers to DuPage County general fund and reserve fund deposits.

Burns & McDonnell will utilize the test year revenue requirement to conduct a cost of service analysis that result in allocation of costs to each of DuPage County's existing rate classes by utility and by service area. The development of the class specific allocated cost of service will be consistent with industry standards assuming cost accounting data is sufficient to support this process.

Task 3.1 – Determine Utility Cost Assignments

Burns & McDonnell will complete the cost of service analysis using customized models that reflects the specific requirements of DuPage County's utility systems. Burns & McDonnell will complete cost functionalization and classification to functional service areas. Functions for the water system may include base, maximum day, maximum hour, fire protection and customer or meter components. Functions for the sewer system may include flow, strength (BOD, TSS), customer accounts, etc.

The amounts included in the test year revenue requirement for each component of revenue or expense will be classified as or assigned to the various functional services by one of several methods. These methods include direct assignment to a specific related function, assumed percentage breakdowns based on estimated levels of related activities within multiple functions, ratios of statistical factors affecting multiple functions, and composite ratios of the assignments resulting from the previous methods. The classified test year revenue requirement will then be summarized by functional service.

Task 3.2 – Analyze Customer Rate Classifications

Burns & McDonnell will review existing customer groups and available information to develop recommendations on additions or deletions to customer groups. In completing this task, we will review previous cost of service analyses completed by DuPage County as may be available. Understanding the levels of service provided to each part of DuPage County is critical in this assessment, and will set the foundation for defensible consolidation of rates.

Task 3.3 – Allocate Functional Costs to Classes

The test year revenue requirement of each utility system will be allocated among the existing rate classifications. This is generally referred to as development of each utility's units of service by customer class. At a minimum, units of service will include base volumes, capacity-related volumes, equivalent meters, and customers. For the sewer utility, units for strength and levels of infiltration/inflow will also be developed. The cost of service models will summarize the allocated revenue requirement by rate class. This output will be compared with the projected revenue to be generated by each rate class to estimate for each class the extent to which the current rates would recover the corresponding allocated share of the test year revenue requirement. As a result, a breakdown by rate classification of the total revenue change at the system level will be determined.

Task 3.4 – Review Cost of Service Results

Burns & McDonnell will conduct a project review meeting with DuPage County staff to review and discuss the preliminary cost of service analysis results. Any revisions to the assumptions used in the cost of service analysis will be agreed upon for purposes of finalizing the analysis. In addition, guidance will be obtained from DuPage County as to any adjustments to the cost recovery to be provided by each rate classification prior to beginning Task 4 of the Study.

Task 3 Deliverables and Meetings:

- Deliverables: Cost of service allocations to customer classes
- Formal Meeting: Teams meeting to discuss cost of service results

Task 4 – Proposed Rate Design

The objective of Task 4 is to develop proposed rates that meet the needs and objectives of each utility system and service area. Burns & McDonnell will assess the existing rate structures for its performance, overall equity, and ability to meet DuPage County's objectives for utility rates. The appropriateness of the current rate structures will be examined, and recommendations for change will be made to improve the fairness and equitability in cost recovery, achieve DuPage County goals, and align with DuPage County policies.

Task 4.1 – Design Proposed User Charge Rates

Based on the forecasted revenue requirements, cost of service analysis, and opportunity for rate and fee consolidation or simplification, proposed water and sewer user charges will be developed.

Rates will be structured to equitably recover costs and provide necessary funding identified in the financial plan to achieve revenues sufficient to meet the operating and capital needs of the system and achieve targeted reserves. Changes in rates may be phased-in over a multi-year period if needed to assist in implementation and mitigate adverse impacts to customer classes. Three rate alternatives will be provided along with a recommendation for DuPage County to consider.

Task 4.2 – Develop Forecast of Revenues Under Proposed Rates

Burns & McDonnell will utilize the detailed billing data provided by DuPage County to test and project revenues at the proposed rates for all proposed rate classes for both the water and sewer utility service. This will provide a check that the proposed rates will generate revenues to cover each system's revenue requirement, while taking into consideration the revenue responsibility indicated by the cost of service analysis and DuPage County's rate design policies and objectives.

Task 4.3 – Review Proposed Rates

Burns & McDonnell will conduct a project review meeting with DuPage County staff to review and discuss the proposed rates, and the forecast of revenues at proposed rates. Any revisions to the proposed rates used in the analysis will be agreed upon for purposes of finalizing the proposed rate development.

Task 4 Deliverables and Meetings:

- Deliverables: Proposed rates
  Typical bill comparison
- Formal Meeting: Teams meeting to review draft and final proposed rates

Task 5 – Study Reports & Presentations

Upon completion of the utility rate development, Burns & McDonnell will summarize the Study results in a draft report for review by DuPage County. The report will include an executive summary describing the study process, and key findings and recommendations regarding rate design and proposed fees. Subsequent sections of the report will describe the analysis in more tactical detail and will identify the results of each task of the Study.

Based on completion of prior project tasks, the report will document the following key deliverables:

- A summary of current and proposed rates for established service areas
- Document the analysis performed to support proposed rates and fees
- Document significant policies and assumptions utilized in the rate study
- Compare DuPage County's existing and proposed rates with those used by regional municipal water and sewer utility peers (data to be provided by DuPage County).

Burns & McDonnell will discuss the results of Study and review the draft reports with DuPage County staff. Based upon comments and input from DuPage County, Burns & McDonnell will complete a final revision to the reports and will provide ten printed copies of the final report and a digital copy to DuPage County.

Although no presentations are anticipated to be provided by Burns & McDonnell for this Study, Burns and McDonnell staff will be available for 1 virtual presentation with the County Board to help answer questions during the delivery of the study results.

Task 5 Deliverables and Meetings:

- Deliverables: Draft & final reports
  Adobe PDF copy of the final reports
- Formal Meeting: Microsoft Teams meeting to discuss reports
  Microsoft Teams meeting to support staff during Board presentation

Task 6 – Model Delivery

A Microsoft Excel spreadsheet model will be developed during the Study and will be provided to DuPage County at the Study conclusion. The model will enable updating of study results and assessing impacts of future conditions on utility financial plans, cost of service analyses, and rates. The model will allow changes in customer demand and growth, capital improvements, operating costs, and debt service, among other variables as determined in consultation with DuPage County. Burns & McDonnell follows a few simple modeling techniques to improve the end user's experience in navigating and utilizing the model. These techniques involve:

- *Labeled section headers with range names and page numbers.* Each section of the model is uniquely identified to assist the user in navigating the model and producing printed copies if desired.

PROPOSED PROJECT APPROACH, TIMELINE, AND COST
(continued)

- *Source identification and input design.* In sections of the model that require data input, data sources are noted to help the user understand where information is sourced when the model is updated. Additionally, we custom design input ranges to match as much as possible the original format and arrangement of source data, such that updates can be accomplished with cut and paste techniques.
- *Intuitive modeling.* Data in our models is set up to flow in an understandable manner. Our models are customized to the unique needs and data sets of each client. We work with your information in ways that makes sense to you, the end user.
- *Scenario management.* Inputs for key cash flow scenario updates are centrally located to improve the ability to change assumptions and update results.
- *Standard reports and graphs.* Our models are equipped to produce standard reports and graphs that assist the user in evaluating the assumptions used and communicating results to others. All tables featured in our report are included in the model.

Additionally, use of our models is not constrained by licensing requirements. Our clients have full access and control over all aspects of their models.

The model will be delivered via email to the County. If desired, we can also provide a copy on a USB device.

KEY ASSUMPTIONS

- The County has not made any substantive changes to its utility financial practices which will require Burns and McDonnell to change the prior rate modeling architecture. Such changes may include additional classification for customers, rate structures, or implementation of a new chart of accounts.
- Data received from the County will be in the same structure and depth of detail as was received in the prior study. Burns and McDonnell will rely on the County's data in the execution of the Study without independent verification.
- Any projections of future debt issuance and related payments for this Study are done solely for the purpose of estimating revenue requirements, and does not constitute recommendations for debt structure. The County will engage the services of a Financial or Municipal Advisor to evaluate debt strategy and assist in the issuance of debt as needed.

PROPOSED PROJECT APPROACH, TIMELINE, AND COST
(continued)

PROPOSED WORK SCHEDULE

A comprehensive utility rate study generally requires about 4 to 6 months to complete but can be tailored to meet the County's needs. Assuming a notice to proceed of February 24, 2026 and contract date that runs through November 30, 2026, we propose the following general timeline to complete the study.

Notice to Proceed	February 24, 2026
Study Kickoff	Week of March 3
Draft Financial Plan Review	End of April*
Draft Cost of Service Review	End of May *
Propose Rate Review	End of June *
Draft and Final Reports	July
Model Delivery	August

*Dependent on capital cost estimate availability

We propose conducting project status meetings about every three to four weeks. These meetings are to be regularly scheduled conversations about project progress, roadblocks, and upcoming milestones. We are open to adjusting the frequency of these meetings to suit DuPage County's needs.

PROPOSED FEE

Burns & McDonnell proposes to perform the rate consulting services described in this proposal for a not-to-exceed fee of $41,763 to be billed monthly on a time and material basis. This price reflects approximately 162 man-hours.

Consultant	Task 1 - Initiate Project	Task 2 - Financial Plan Development	Task 3 - Cost Of Service Analysis	Task 4 - Proposed Rate Design	Task 5 - Reports and Presentations	Task 6 - Model Development / Delivery	Estimated Total Hours	Total Labor & Expense	Hourly Rate
Dave Naumann	1	6	6	6	4	2	25	$ 8,575	$ 343
Alex Craven	1	24	10	4	2	2	43	$ 13,072	$ 304
Colin Wood		40	24	20	10		94	$ 20,116	$ 214
Total Labor	2	70	40	30	16	4	162	$ 41,763	
Total Project Fees	$ 647	$ 17,914	$ 10,234	$ 7,554	$ 4,120	$ 1,294		$ 41,763	

EXHIBIT B

DELIVERABLES

The following deliverables will be submitted to the County before completion of the contract.

1 Task 1 Initiate Project
   a. Initial data request
   b. Kick-off meeting agenda
   c. Kick-off Teams meeting

2 Task 2 Financial Plan Development
   a. Evaluation of usage characteristics and trends
   b. Projected cash flows for each utility
   c. Cash flow scenario analysis
   d. Cash flow review Teams meeting

3 Task 3 Cost of Service Analysis
   a. Allocation of costs to functions
   b. Teams review meeting

4 Task 4 Proposed Rate Design
   a. Proposed user charge rate design
   b. Typical bill impact of proposed rates
   c. Teams meeting to review

5 Task 5 Study Reports and Presentations
   a. Draft and final reports
   b. Adobe PDF of final reports
   c. Teams meeting to review reports
   d. Virtual attendance of one Board presentation to address questions

6 Task 6 Model Delivery
   a. Excel-based functioning model used in the Study

EXHIBIT C

DU PAGE COUNTY DEPARTMENT OF PUBLIC WORKS

CONSULTANT STAFF CHANGE NOTIFICATION

The Consulting Firm of _____ hereby notifies the COUNTY through the that they need to reassign staff for the _____ project, Section No. _____.

Position: _____

Person: _____

Effective date: _____

Reason for requesting change:

Proposed Replacement: _____ (attach resume)

Transition Plan (provide an outline of the steps that the CONSULTANT will take to assure adequate exchange of information and responsibility, including Principal Engineer oversight and requested involvement by COUNTY staff.

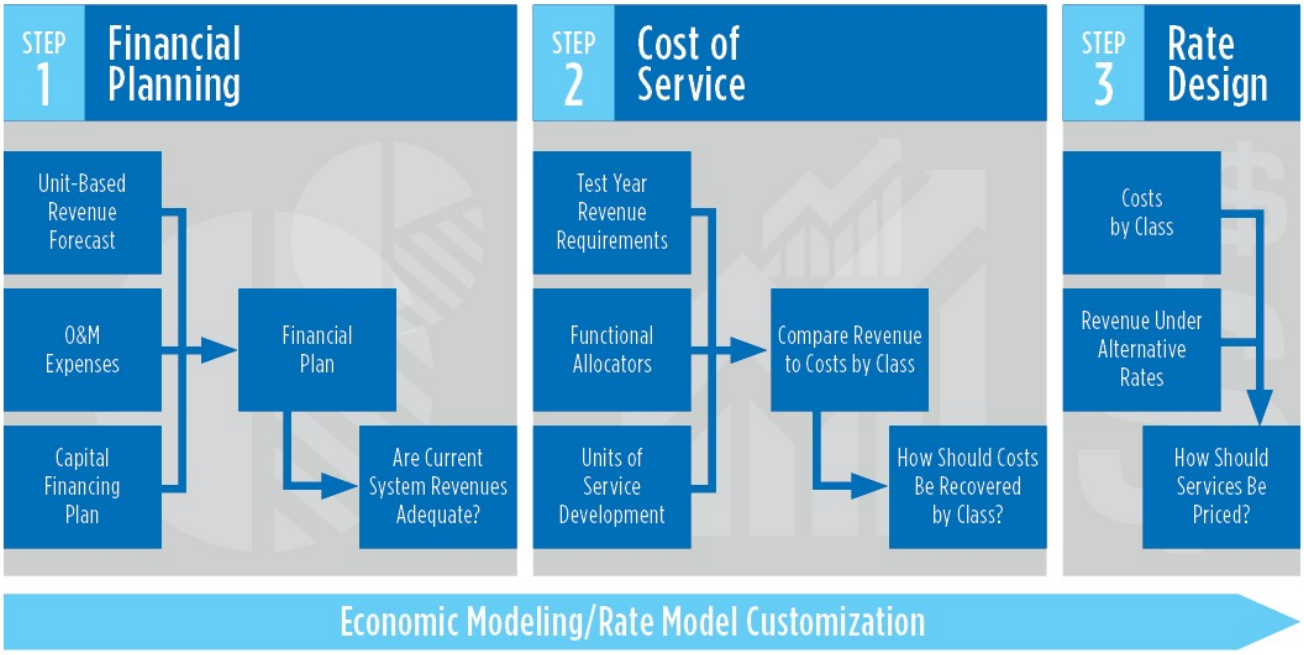
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Ethics Form

PROPOSED PROJECT APPROACH, TIMELINE, AND COST

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scope as indicated in the QBS document, as well as our recent conversations. All requested scope components are included herein and are sequenced in a way we believe will enable project completion efficiently and effectively. We are prepared to adjust our approach to meet DuPage County's needs as may be desired.

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- Fund balances;
- Existing debt and loan payment schedules;
- Reserve policies;
- Fixed asset system records, including original cost, vintage date, annual depreciation, accumulated depreciation and related depreciation rates; and,
- Other appropriate information as deemed necessary.

We recognize that DuPage County may not have all information requested readily available or may track information differently than requested. If any requested data represents a substantial effort to compile, we will work with DuPage County to discuss alternative options as may be available. To facilitate the exchange of data, and particularly for large files, we can provide a data exchange or SharePoint site for use during the project.

Task 1.2 – Conduct Project Kick-off Meeting

Burns & McDonnell will conduct a project kick-off meeting virtually via Microsoft Teams. This meeting will provide the opportunity for Burns & McDonnell and DuPage County to discuss the project approach, schedule, deliverables, various issues to be addressed, and the initial data and information requested. During the meeting, we will work with DuPage County to finalize the study goals, objectives, and timeline that will result in completion of all tasks and deliverables in accordance with DuPage County's needs. Burns & McDonnell will provide an agenda in advance of the meeting.

PROPOSED PROJECT APPROACH, TIMELINE, AND COST
(continued)

Task 1 Deliverables and Meetings:

- Deliverables: Initial data request
  Electronic copies of kick-off meeting agenda
- Formal Meeting: Project kick-off Teams meeting

Task 2 – Financial Plan Development

The objective of Task 2 is to develop a multi-year financial plan for each utility system that adequately funds the operating and capital requirements, complies with financial management policies and bond covenants, and provides a defensible and implementable plan for the utilities to move forward. DuPage County's scope indicates a preference for a detailed 4-year forecast and a 20-year long term plan, which we will provide.

Burns & McDonnell will develop the financial forecasts specifically for the water and sewer utilities. This will determine whether each utility's revenues under current rates can be expected to provide adequate funding for future utility operating and capital costs. The results of the financial forecasts will be utilized to define the targeted annual revenue requirements for each system.

Task 2.1 – Evaluate Current Usage Levels and Prepare Revenue Forecast

Projected annual utility service revenues under existing rates will be developed. Burns & McDonnell will review historical growth in the number of customers by class and by service area, and then forecast the annual number of customers for each utility rate class for each year of the forecast period. *For the purposes of this study, a service area is defined as any area with its own distinct rate for DuPage County's water or sewer service.*

Burns & McDonnell will analyze water consumption characteristics for a recent, representative fiscal year to determine quantities billed by class at various usage blocks, as applicable. Burns & McDonnell will assess trends in usage for water and sewer billable flow by class over a three-year period. Based on the trend analysis and other available information, Burns & McDonnell will estimate the future usage per customer for each rate class for each utility.

This information will be used in the forecast of revenues under existing rates, and will provide important data used in the consideration of rate structures.

Task 2.2 – Project Capital Flow of Funds

Burns & McDonnell will review the capital improvement plan (CIP) provided by DuPage County and develop a capital planning flow of funds. This plan will acknowledge anticipated sources and uses of capital funds to implement the CIP. Funding sources may include issuance of proposed bonds, loans, growth-related fees, existing balances, and other sources as applicable. Uses of funds will include the CIP, cost of debt issuance, and other costs as identified through consultation with DuPage County.

Task 2.3 – Project Operating Revenue Requirements

Projections of annual system operation and maintenance expenses will be developed based on variables that may include projected water and sewer usage, historical expense levels, existing budgets, inflation estimates and the input of DuPage County staff regarding any planned changes to the operation and maintenance of the utility systems.

Annual debt service requirements on any outstanding debt will be included in the operating forecast. To the extent additional financing of expected capital improvements is indicated to be required, estimates of new debt service requirements will also be incorporated in the forecast. In addition, the impacts of any financial performance requirements or targets, i.e. debt service coverage requirement, reserve levels, target operating ratio, etc., whether imposed internally or externally, will be considered.

Projections of any other system cash expenditures not included in any of the above categories will also be captured in the financial forecast. Such expenditures often include transfers or routine capital expenditures not otherwise included in a capital

improvement plan.

Task 2.4 – Review and Finalize Operating Cash Flows

Burns & McDonnell will summarize the annual forecasts of each utility's revenues and operating requirements in the form of pro-forma cash flow analyses. These analyses will identify any annual operating surplus or deficit anticipated during the study period. Additionally, these cash flows will be structured to separate expansion and non-expansion sources and uses of revenue. The sufficiency of existing rates to meet future revenue requirements will be evaluated based the ability to meet certain financial performance measures, including the anticipated annual surplus or deficit, debt service coverage levels, reserve balance goals, and other policies or measures developed in conjunction with DuPage County. If revenues under existing rates are not sufficient to meet future revenue requirements, adjustments will be proposed.

Burns & McDonnell will review the preliminary forecast results with DuPage County during a virtual Microsoft Teams meeting. During this meeting, Burns & McDonnell will review assumptions and results for each component of the cash flow forecast. Adjustments may be made "real time" to optimize the financial plans and meet DuPage County's needs.

Task 2 Deliverables and Meetings:

- Deliverables: Evaluation of usage characteristics and trends
  Projected cash flows for each utility
  Cash flow scenario analyses
- Formal Meeting: Teams meeting to finalize cash flow

Task 3 –Cost of Service Analysis

A cost of service analysis focuses on assigning cost responsibility to the different classifications of customers. Each customer class is allocated an appropriate share of the overall system costs of providing service. The test year revenue requirement selected in collaboration with DuPage County will serve as the basis for the cost of service analysis for the utility systems. The revenue requirement will be calculated using the cash basis.

Under the cash basis, the revenues of the utility must be sufficient to cover all the cash needs for the period during which the rates are intended to be adequate. This basis is generally used by publicly owned utilities and is an extension of cash-oriented budgeting and accounting systems traditionally used by local governments. Revenue requirements under this basis include operation and maintenance expenses, routine annual replacements, debt service requirements, revenue-financed major capital improvements, as well as any payment or transfers to DuPage County general fund and reserve fund deposits.

Burns & McDonnell will utilize the test year revenue requirement to conduct a cost of service analysis that result in allocation of costs to each of DuPage County's existing rate classes by utility and by service area. The development of the class specific allocated cost of service will be consistent with industry standards assuming cost accounting data is sufficient to support this process.

Task 3.1 – Determine Utility Cost Assignments

Burns & McDonnell will complete the cost of service analysis using customized models that reflects the specific requirements of DuPage County's utility systems. Burns & McDonnell will complete cost functionalization and classification to functional service areas. Functions for the water system may include base, maximum day, maximum hour, fire protection and customer or meter components. Functions for the sewer system may include flow, strength (BOD, TSS), customer accounts, etc.

The amounts included in the test year revenue requirement for each component of revenue or expense will be classified as or assigned to the various functional services by one of several methods. These methods include direct assignment to a specific related function, assumed percentage breakdowns based on estimated levels of related activities within multiple functions, ratios of statistical factors affecting multiple functions, and composite ratios of the assignments resulting from the previous methods. The classified test year revenue requirement will then be summarized by functional service.

PROPOSED PROJECT APPROACH, TIMELINE, AND COST
(continued)

Task 3.2 – Analyze Customer Rate Classifications

Burns & McDonnell will review existing customer groups and available information to develop recommendations on additions or deletions to customer groups. In completing this task, we will review previous cost of service analyses completed by DuPage County as may be available. Understanding the levels of service provided to each part of DuPage County is critical in this assessment, and will set the foundation for defensible consolidation of rates.

Task 3.3 – Allocate Functional Costs to Classes

The test year revenue requirement of each utility system will be allocated among the existing rate classifications. This is generally referred to as development of each utility's units of service by customer class. At a minimum, units of service will include base volumes, capacity-related volumes, equivalent meters, and customers. For the sewer utility, units for strength and levels of infiltration/inflow will also be developed. The cost of service models will summarize the allocated revenue requirement by rate class. This output will be compared with the projected revenue to be generated by each rate class to estimate for each class the extent to which the current rates would recover the corresponding allocated share of the test year revenue requirement. As a result, a breakdown by rate classification of the total revenue change at the system level will be determined.

Task 3.4 – Review Cost of Service Results

Burns & McDonnell will conduct a project review meeting with DuPage County staff to review and discuss the preliminary cost of service analysis results. Any revisions to the assumptions used in the cost of service analysis will be agreed upon for purposes of finalizing the analysis. In addition, guidance will be obtained from DuPage County as to any adjustments to the cost recovery to be provided by each rate classification prior to beginning Task 4 of the Study.

Task 3 Deliverables and Meetings:

- Deliverables: Cost of service allocations to customer classes
- Formal Meeting: Teams meeting to discuss cost of service results

Task 4 – Proposed Rate Design

The objective of Task 4 is to develop proposed rates that meet the needs and objectives of each utility system and service area. Burns & McDonnell will assess the existing rate structures for its performance, overall equity, and ability to meet DuPage County's objectives for utility rates. The appropriateness of the current rate structures will be examined, and recommendations for change will be made to improve the fairness and equitability in cost recovery, achieve DuPage County goals, and align with DuPage County policies.

Task 4.1 – Design Proposed User Charge Rates

Based on the forecasted revenue requirements, cost of service analysis, and opportunity for rate and fee consolidation or simplification, proposed water and sewer user charges will be developed.

Rates will be structured to equitably recover costs and provide necessary funding identified in the financial plan to achieve revenues sufficient to meet the operating and capital needs of the system and achieve targeted reserves. Changes in rates may be phased-in over a multi-year period if needed to assist in implementation and mitigate adverse impacts to customer classes. Three rate alternatives will be provided along with a recommendation for DuPage County to consider.

Task 4.2 – Develop Forecast of Revenues Under Proposed Rates

Burns & McDonnell will utilize the detailed billing data provided by DuPage County to test and project revenues at the proposed rates for all proposed rate classes for both the water and sewer utility service. This will provide a check that the proposed rates will generate revenues to cover each system's revenue requirement, while taking into consideration the revenue responsibility indicated by the cost of service analysis and DuPage County's rate design policies and objectives.

Task 4.3 – Review Proposed Rates

Burns & McDonnell will conduct a project review meeting with DuPage County staff to review and discuss the proposed rates, and the forecast of revenues at proposed rates. Any revisions to the proposed rates used in the analysis will be agreed upon for purposes of finalizing the proposed rate development.

Task 4 Deliverables and Meetings:

- Deliverables: Proposed rates
  Typical bill comparison
- Formal Meeting: Teams meeting to review draft and final proposed rates

Task 5 – Study Reports & Presentations

Upon completion of the utility rate development, Burns & McDonnell will summarize the Study results in a draft report for review by DuPage County. The report will include an executive summary describing the study process, and key findings and recommendations regarding rate design and proposed fees. Subsequent sections of the report will describe the analysis in more tactical detail and will identify the results of each task of the Study.

Based on completion of prior project tasks, the report will document the following key deliverables:

- A summary of current and proposed rates for established service areas
- Document the analysis performed to support proposed rates and fees
- Document significant policies and assumptions utilized in the rate study
- Compare DuPage County's existing and proposed rates with those used by regional municipal water and sewer utility peers (data to be provided by DuPage County).

Burns & McDonnell will discuss the results of Study and review the draft reports with DuPage County staff. Based upon comments and input from DuPage County, Burns & McDonnell will complete a final revision to the reports and will provide ten printed copies of the final report and a digital copy to DuPage County.

Although no presentations are anticipated to be provided by Burns & McDonnell for this Study, Burns and McDonnell staff will be available for 1 virtual presentation with the County Board to help answer questions during the delivery of the study results.

Task 5 Deliverables and Meetings:

- Deliverables: Draft & final reports
  Adobe PDF copy of the final reports
- Formal Meeting: Microsoft Teams meeting to discuss reports
  Microsoft Teams meeting to support staff during Board presentation

Task 6 – Model Delivery

A Microsoft Excel spreadsheet model will be developed during the Study and will be provided to DuPage County at the Study conclusion. The model will enable updating of study results and assessing impacts of future conditions on utility financial plans, cost of service analyses, and rates. The model will allow changes in customer demand and growth, capital improvements, operating costs, and debt service, among other variables as determined in consultation with DuPage County. Burns & McDonnell follows a few simple modeling techniques to improve the end user's experience in navigating and utilizing the model. These techniques involve:

- *Labeled section headers with range names and page numbers.* Each section of the model is uniquely identified to assist the user in navigating the model and producing printed copies if desired.

PROPOSED PROJECT APPROACH, TIMELINE, AND COST
(continued)

- *Source identification and input design*. In sections of the model that require data input, data sources are noted to help the user understand where information is sourced when the model is updated. Additionally, we custom design input ranges to match as much as possible the original format and arrangement of source data, such that updates can be accomplished with cut and paste techniques.
- *Intuitive modeling*. Data in our models is set up to flow in an understandable manner. Our models are customized to the unique needs and data sets of each client. We work with your information in ways that makes sense to you, the end user.
- *Scenario management*. Inputs for key cash flow scenario updates are centrally located to improve the ability to change assumptions and update results.
- *Standard reports and graphs*. Our models are equipped to produce standard reports and graphs that assist the user in evaluating the assumptions used and communicating results to others. All tables featured in our report are included in the model.

Additionally, use of our models is not constrained by licensing requirements. Our clients have full access and control over all aspects of their models.

The model will be delivered via email to the County. If desired, we can also provide a copy on a USB device.

KEY ASSUMPTIONS

- The County has not made any substantive changes to its utility financial practices which will require Burns and McDonnell to change the prior rate modeling architecture. Such changes may include additional classification for customers, rate structures, or implementation of a new chart of accounts.
- Data received from the County will be in the same structure and depth of detail as was received in the prior study. Burns and McDonnell will rely on the County's data in the execution of the Study without independent verification.
- Any projections of future debt issuance and related payments for this Study are done solely for the purpose of estimating revenue requirements, and does not constitute recommendations for debt structure. The County will engage the services of a Financial or Municipal Advisor to evaluate debt strategy and assist in the issuance of debt as needed.

PROPOSED PROJECT APPROACH, TIMELINE, AND COST
(continued)

PROPOSED WORK SCHEDULE

A comprehensive utility rate study generally requires about 4 to 6 months to complete but can be tailored to meet the County's needs. Assuming a notice to proceed of February 24, 2026 and contract date that runs through November 30, 2026, we propose the following general timeline to complete the study.

Task	Delivery Date
Notice to Proceed	February 24, 2026
Study Kickoff	Week of March 3
Draft Financial Plan Review	End of April*
Draft Cost of Service Review	End of May *
Propose Rate Review	End of June *
Draft and Final Reports	July
Model Delivery	August

*Dependent on capital cost estimate availability

We propose conducting project status meetings about every three to four weeks. These meetings are to be regularly scheduled conversations about project progress, roadblocks, and upcoming milestones. We are open to adjusting the frequency of these meetings to suit DuPage County's needs.

PROPOSED FEE

Burns & McDonnell proposes to perform the rate consulting services described in this proposal for a not-to-exceed fee of $41,763 to be billed monthly on a time and material basis. This price reflects approximately 162 man-hours.

	Task 1 - Initiate Project	Task 2 - Financial Plan Development	Task 3 - Cost Of Service Analysis	Task 4 - Proposed Rate Design	Task 5 - Reports and Presentations	Task 6 - Model Development / Delivery	Estimated Total Hours	Total Labor & Expense	Hourly Rate
Consultant									
Dave Naumann	1	6	6	6	4	2	25	$ 8,575	$ 343
Alex Craven	1	24	10	4	2	2	43	$ 13,072	$ 304
Colin Wood		40	24	20	10		94	$ 20,116	$ 214
Total Labor	2	70	40	30	16	4	162	$ 41,763	
Total Project Fees	$ 647	$ 17,914	$ 10,234	$ 7,554	$ 4,120	$ 1,294		**$ 41,763**	

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:	Water/Sewer Rate Study
COMPANY NAME:	Burns & McDonnell Engineering Company, Inc.
CONTACT PERSON:	David Naumann
CONTACT EMAIL:	DNaumann@burnsmcd.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: David F. Naumann

Signature: [redacted]

Title: Senior Project Manager

Date: February 4, 2026

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

File #: PW-P-0006-26 **Agenda Date:** 2/17/2026 **Agenda #:** 17.B.

AWARDING RESOLUTION ISSUED
TO AT&T, FOR ANALOG AND POTS SERVICE LINES FOR VARIOUS PUBLIC WORKS LOCATIONS
FOR PUBLIC WORKS FACILITIES
(CONTRACT TOTAL AMOUNT: $80,000)

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 AT&T, for analog and pots service lines for various Public Works locations, for Public Works, for the period of February 24, 2026 to February 16, 2028.

NOW, THEREFORE, BE IT RESOLVED, that County Contract, covering said, for analog and pots service lines for various Public Works locations, for the period of February 24, 2026 to February 16, 2028, be, and it is hereby approved for issuance of a County Contract by the Procurement Division to AT&T ATTN: Jane Holt, 20 N Main Street, Lombard, Illinois, 60148, for a contract total amount not to exceed $80,000; per most qualified offer, per bid #21-104-IT.

Enacted and approved this 24th day of February, 2026 at Wheaton, Illinois.

_____

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____

JEAN KACZMAREK, COUNTY CLERK

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

SECTION 1: DESCRIPTION

General Tracking		*Contract Terms*	
FILE ID#:	RFP, BID, QUOTE OR RENEWAL #:	INITIAL TERM WITH RENEWALS: OTHER	INITIAL TERM TOTAL COST: $80,000.00
COMMITTEE: PUBLIC WORKS	TARGET COMMITTEE DATE: 02/17/2026	PROMPT FOR RENEWAL:	CONTRACT TOTAL COST WITH ALL RENEWALS: $160,000.00
	CURRENT TERM TOTAL COST: $80,000.00	MAX LENGTH WITH ALL RENEWALS: FIVE YEARS*	CURRENT TERM PERIOD: SECOND RENEWAL
Vendor Information		*Department Information*	
VENDOR: AT&T	VENDOR #: 10008	DEPT: Public Works	DEPT CONTACT NAME: Sean Reese
VENDOR CONTACT: Jane Holt	VENDOR CONTACT PHONE: (630) 280-9896	DEPT CONTACT PHONE #: 630-985-7400	DEPT CONTACT EMAIL: sean.reese@dupagecounty.gov
VENDOR CONTACT EMAIL: kt2324@att.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.). Procurement of services to support Public Works requirements for analog circuits along with the requirement for analog business lines. This contract is for two (2) years.

JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished
Public Works must support the continued requirement for analog circuits.

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 RENEWAL OF RFP	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. CUSTOMER SERVICE
SOURCE SELECTION	Describe method used to select source. RFP #21-104-IT was issued requesting proposals for Telecommunications and Internet services to include analog business lines and circuits used throughout the Public Works Department. Three vendor responses were received and AT&T was selected as the vendor of choice based on cost and minimized risk to business continuity.
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 AT&T for analog services ensuring business continuity maintaining needed connectivity to various agency facilities across the County. 2. Do not contract with AT&T and go back out for bid. Not recommended due to the history and lines currently being with AT&T. 3. Do not award and remove all pots lines. Not recommended due to the need in Public Works Facilities for POTS lines.

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: AT&T	Vendor#: 10008	Dept: DuPage County Public Works	Division: Public Works
Attn: Jane Holt	Email: kt2324@att.com	Attn: Magda	Email: pwaccountspayable@dupageco.org
Address: 20 N. Main Street	City: Lombard	Address: 7900 S. Route 53	City: Woodridge
State: Illinois	Zip: 60148	State: Illinois	Zip: 60517
Phone: 630.718.1569	Fax:	Phone: 630-985-7400	Fax: 630-985-4802
Send Payments To:		*Ship to:*	
Vendor: AT&T	Vendor#: 10008	Dept: SAME AS ABOVE	Division:
Attn:	Email:	Attn:	Email:
Address: P.O. Box 6080	City: Carol Stream	Address:	City:
State: Illinois	Zip: 60188	State:	Zip:
Phone:	Fax:	Phone:	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Feb 24, 2026	Contract End Date (PO25): Feb 16, 2028
Contract Administrator (PO25): Drew Cormican			

Purchase Requisition Line Details

LN	Qty	UOM	Item Detail (Product #)	Description	FY	Company	AU	Acct Code	Sub-Accts/ Activity Code	Unit Price	Extension
1	1	EA		AT&T Analog and Circuit Lines	FY26	2000	2555	53250		10,000.00	10,000.00
2	1	EA		AT&T Analog and Circuit Lines	FY26	2000	2665	53250		15,000.00	15,000.00
3	1	EA		AT&T Analog and Circuit Lines	FY26	2000	2640	53250		2,500.00	2,500.00
4	1	EA		AT&T Analog and Circuit Lines	FY27	2000	2555	53250		10,000.00	10,000.00
5	1	EA		AT&T Analog and Circuit Lines	FY27	2000	2665	53250		15,000.00	15,000.00
6	1	EA		AT&T Analog and Circuit Lines	FY27	2000	2640	53250		2,499.00	2,499.00
7	1	EA		AT&T Analog and Circuit Lines	FY28	2000	2555	53250		10,000.00	10,000.00
8	1	EA		AT&T Analog and Circuit Lines	FY28	2000	2665	53250		15,000.00	15,000.00
9	1	EA		AT&T Analog and Circuit Lines	FY28	2000	2640	53250		1.00	1.00
FY is required, assure the correct FY is selected.										Requisition Total	$ 80,000.00

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

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

AT&T

COMPLETELINK® 2.0
AT&T ILEC Confirmation of Service Order
Provided Pursuant to Standard Service Publication Rates and Terms

Customer	**AT&T**
Dupage County Street Address: 421 N. County Farm Road City: Wheaton State/Province: IL Zip Code: 60187 Country: USA	The applicable AT&T ILEC Service-Providing Affiliate
Customer Contact (for Notices)	**AT&T Contact (for Notices)**
Name: Joe Bulaga Title: Telecommunications Manager Street Address: 421 N. County Farm Road City: Wheaton State/Province: IL Zip Code: 60187 Country: USA Telephone: 630-407-5151 Fax: Email: joseph.bulaga@dupageco.org	Name: Jane Holt Street Address: 20 N. Main Street City: Lombard State/Province: IL Zip Code: 60148 Country: USA Telephone: (630) 280-9896 Fax: Email: kt2324@att.com Sales/Branch Manager: Christopher Dierkes SCVP Name: Argy Sales Strata: SLED LED Sales Region: MW **With a copy (for Notices) to:** AT&T 208 S. Akard Street, Dallas, TX 75202 ATTN: Master Agreement Support Team Email: mast@att.com
AT&T Solution Provider or Representative Information (if applicable) ☐	
Name: Company Name: Agent Street Address: City: State: Zip Code: Telephone: Fax: Email: Agent Code	

Customer agrees to subscribe to the CompleteLink® 2.0 discount program, in accordance with this Confirmation of Service Order ("CSO") subject to the following, which are incorporated by reference: (a) THE TERMS OF THE APPLICABLE TARIFF, IF THE SERVICE IS OFFERED PURSUANT TO TARIFF; OR (b) THE AT&T BUSINESS SERVICES AGREEMENT (BSA) FOUND AT http://www.corp.att.com/agreement/ IF THE SERVICE IS NOT OFFERED PURSUANT TO TARIFF. The applicable AT&T Service Publication(s) are identified in Section 1. The terms and conditions provided in this CSO are provided herein for convenience only and do not supersede or modify any applicable Service Publication. In the event of a change to the applicable Service Publication, such change shall be incorporated by reference herein.

The Effective Date of this CSO is the date signed by the last party.

AT&T California currently provides billing and collections services to third parties, which may place charges that Customer authorizes on its bill. To the extent that AT&T California makes blocking of such charges available, Customer may block third-party charges from its bill at no cost.

Customer (by its authorized representative)	**AT&T** (by its authorized representative)
By: [redacted]	By: [redacted]
Printed or Typed Name: Joe Bulaga	Printed or Typed Name: Kaitlyn Guffey
Title: Telecommunications Manager	Title: Contractor CS, as signer for AT&T
Date: 1/23/2026	Date: 23 Jan 2026

md5097

For AT&T internal use only		
Is this CompleteLink 2.0 associated with ABN Complete?	☐ YES	☒ NO
Sales must submit to Contract Management (CM): 1) Customer executed CSO, and 2) a duplicate of this CSO as a Word document, not a PDF file, OR an Excel list of the BTNs.		

COMPLETELINK® 2.0
AT&T ILEC Confirmation of Service Order
Provided Pursuant to Standard Service Publication Rates and Terms

1. DISCOUNT PROGRAM, SERVICE PROVIDER AND SERVICE PUBLICATION

Discount Program	CompleteLink® 2.0*
Customer must separately order services to which CompleteLink 2.0 applies.	

Service Provider (Select all that apply.)		Service Publication (incorporated by reference)	Service Publication Location
☐	**AT&T Arkansas**	AT&T Arkansas Guidebook, including Part 4, Section 5	http://cpr.att.com/guidebook/ar/index.html
☐	**AT&T California**	AT&T California Guidebook, including Part 9, Section 3	http://cpr.att.com/guidebook/ca/index.html
☒	**AT&T Illinois**	AT&T Illinois Guidebook, including Part 4 Section 5	http://cpr.att.com/guidebook/il/index.html
☐	**AT&T Indiana**	AT&T Indiana Guidebook, including Part 4, Section 2	http://cpr.att.com/guidebook/in/index.html
☐	**AT&T Kansas**	AT&T Kansas Guidebook, including Part 4, Section 5	http://cpr.att.com/guidebook/ks/index.html
☐	**AT&T Michigan**	AT&T Michigan Guidebook, including Part 4, Section 5	http://cpr.att.com/guidebook/mu/index.html
☐	**AT&T Missouri**	AT&T Missouri Guidebook, including Part 4, Section 5	http://cpr.att.com/guidebook/mo/index.html
☐	**AT&T Ohio**	AT&T Ohio Guidebook, including Part 4, Section 2	http://cpr.att.com/guidebook/oh/index.html
☐	**AT&T Oklahoma**	AT&T Oklahoma Guidebook, including Part 4, Section 5	http://cpr.att.com/guidebook/ok/index.html
☐	**AT&T Texas**	AT&T Texas Guidebook, including Part 4, Section 5	http://cpr.att.com/guidebook/tx/index.html
☐	**AT&T Wisconsin**	AT&T Wisconsin Guidebook, including Part 4, Section 2	http://cpr.att.com/guidebook/wg/index.html

2. TERM and EFFECTIVE DATES

Term:	**2** years
Start Date of Term:	Upon initial implementation of Discount Program in the applicable AT&T systems
Effective Date of Rates and Discounts:	Start Date of Term
Rates Following Termination or Expiration of the Term:	Service Publication rates for Eligible services (as described in the applicable Service Publication) in effect at time of termination or expiration of the Term

3. MINIMUM ANNUAL REVENUE COMMITMENT (MARC) / MAXIMUM ANNUAL DISCOUNT

MARC* / Maximum Annual Discount	$ **12,000 / $ 1,750**
* Contributory Services, as described in the applicable Service Publication, billed under BTNs in section 7 before the application of discounts and credits.	

4. RATES and DISCOUNTS

The rates and discounts below are listed for convenience only. If there is conflict between any rate or discount below and the corresponding Service Publication rate or discount in effect on the Effective Date, the Service Publication will control.

MARC Volume Discount (applies to Eligible services and may not exceed the Maximum Annual Discount)			
1 Year Term	**1 Year Term**	**2 Year Term**	**2 Year Term**
2% – MARC $1,200	6% – MARC $50,000	3% – MARC $1,200	7% – MARC $50,000
2% – MARC $3,000	7% – MARC $75,000	3% – MARC $3,000	8% – MARC $75,000
3% – MARC $7,000	8% – MARC $100,000	4% – MARC $7,000	9% – MARC $100,000
4% – MARC $12,000	8% – MARC $125,000	5% – MARC $12,000	9% – MARC $125,000
4% – MARC $18,000	9% – MARC $150,000	5% – MARC $18,000	10% – MARC $150,000
5% – MARC $25,000	10% – MARC $200,000	6% – MARC $25,000	11% – MARC $200,000
5% – MARC $35,000		6% – MARC $35,000	

Business Access Line Rates:

State	Monthly Recurring Rate, per Line
AR, IN, KS, MO, OK, TX	$44.00
KS - EAS	$51.00
CA, IL, MI, OH, WI	$33.00

PBX Analog Trunk Discounts:

State	1 Year	2 Year
AR, KS, MO, OK, TX	10%	10%

Optional Features:Optional Features Discount (applies to Central Office Optional Features as described in the applicable Service Publication)	Discount
	40%

Local Usage Rates/Discounts:

State	Per Minute Rate	
	1 Year	2 Year
CA - Zone 1	$0.019	$0.019
CA - Zone 2	$0.019	$0.019
CA - Zone 3	$0.024	$0.024
IL - Band A	$0.016	$0.016
IL - Band B	$0.034	$0.034
IL - Band C	$0.055	$0.051

State	Per Message Rate	
	1 Year	2 Year
MI	$0.090	$0.090
OH	$0.070	$0.070
WI	$0.110	$0.110

Local Usage Service Level Discount: For BTNs listed in section 7 that include a combination of Exchange Access Lines and/or Centrex with ISDN PRI and PBX Trunks. (Does not apply to per message rate listed above.)

State	Discount
MI	35%
OH	15%
WI	30%

Rates – IntraLATA/Local Toll Per Minutes of Use (MOU) - Intrastate:

State	1 Year	2 Year
IL, IN, MI, OH, WI	$0.055	$0.054
AR, KS, MO, OK, TX	$0.100	$0.100
CA	$0.060	$0.060

Rates – IntraLATA Long Distance Usage Per Minutes of Use (MOU) - Interstate:

State	1 Year	2 Year
IL, IN, MI, OH, WI	$0.120	$0.115

5. SHORTFALL CHARGE

Shortfall Charge:	if Customer fails to meet the MARC in any completed year of the Term, the difference between the MARC and the actual billings for Contributory Services

6. EARLY TERMINATION CHARGE

Main BTN State	Early Termination Charge

AR, CA, KS, IN, MI, MO, OH, OK, TX, WI	**With No IL BTNs**
	• 50% of the unsatisfied MARC (after application of any Shortfall Charges) for the balance of the Term
	With IL BTNs
	• MARC is prorated for amount of MARC Eligible Charges in IL and outside IL
	  ○ For IL BTNs, IL MARC Termination Charge; plus
	  ○ For non-IL BTNs, 50% of the unsatisfied MARC (prorated after application of any Shortfall Charges) for the balance of the Term

IL	• the amount of unearned discounts for the 12-month period immediately preceding Customer's early termination ("IL MARC Termination Charge"). Unearned discounts are calculated by subtracting the discounted charges for Eligible services actually incurred during the twelve months immediately preceding termination from the discounted charges for those Eligible services that Customer would have incurred during that period under the longest CompleteLink 2.0 term for which the Customer would have actually qualified based upon the actual term of service (or Service Publication month-to-month rates for those Eligible services if the Customer would not have qualified for any CompleteLink 2.0 term)

7. BILLING TELEPHONE NUMBER (BTN) LIST

Eligibility: **(max. of 1,000 BTNs)**	All BTNs listed below or in an attachment: • must be valid business lines; • may not be Consolidated or Special Bill Numbers; • may not include Bill-Under, Working Telephone Numbers (WTNs), Account Telephone Numbers (ATNs), Cross Reference, Pager, Cell Phone, Pay Phone, Directory Advertising, Toll Free (800, 866, etc.) or Residential Numbers • are all of the BTNs intended by Customer to be included on Effective Date To qualify as an Eligible or Contributory Service, a service must be billed under one of the listed BTNs or under a BTN added by Customer through Customer's AT&T Sales Contact.

BTN List follows

BTN LIST

Main BTN, with area code and customer code:	630 260 1689 100	**State of Main BTN:** **(ex: IL)**	IL

Area Code, Prefix, Line #, Customer Code (no dashes, example: 312 555 1234 xxx, or 3122551234xxx)	BTN State (ex: IL)		Area Code, Prefix, Line #, Customer Code (no dashes, example: 312 555 1234 xxx, or 3122551234xxx)	BTN State (ex: IL)		Area Code, Prefix, Line #, Customer Code (no dashes, example: 312 555 1234 xxx, or 3122551234xxx)	BTN State (ex: IL)
6302601689100	IL		6309854802803	IL			
6306656563944	IL		6307520720529	IL			
6302958586588	IL		6307739952164	IL			
6303228964325	IL		6309647207200	IL			
6306682161827	IL		6309647503053	IL			
6303230677601	IL						
6307370635150	IL						
6303501365902	IL						
6306538662529	IL						
6303724186753	IL						
6304283150663	IL						
6304629965673	IL						
6304696580023	IL						
6306536505441	IL						
6304997510473	IL						
6306161745049	IL						
6306200082019	IL						
6306279712502	IL						
6306531921338	IL						
6306532760185	IL						
6309640953248	IL						
6309638754591	IL						
6309638752952	IL						
6309638751096	IL						
6309636444407	IL						
6309634773427	IL						
6309166594630	IL						

SECTION 8 - PRICING

SIP Service Pricing

Expand the following table as needed to provide itemized pricing to meet the SIP service requirements. Include pricing for 3- and 5-year contract terms. A three-year contract must include two optional 1- year extensions.

AT&T Response:

AT&T is offering a 3-year term with two optional one-year extensions exercisable solely by Customer. Any additional extensions and/or renewal options would be exercisable only via mutual written consent. AT&T is also offering a 5-year term.

With respect to usage, if **a no** response is provided, a detailed explanation is required. If necessary, please provide additional detailed information on the pricing you are submitting,

Site	3 Year Contract	5 Year Contract
421 N. County Farm Road, Wheaton	MRC	MRC
SIP Service		
Circuit Service #1	$376.44	$376.44
Equipment fee	Included	Included
Management Fee	Included	Included
Circuit Service #2	$409.74	$409.74
Equipment fee	Included	Included
Management Fee	Included	Included
Estimated Taxes, Fees & Surcharges		
DID Number Charge (Based on 4,500)	Included	Included
Estimated Monthly Cost		
Usage		
Concurrent Call Path Cost (207 CCP)	$2,121.75 (includes Enhanced Features and 300 minutes of off-net domestic LD per CC per month; aka Calling Plan C)	$2,121.75 (includes Enhanced Features and 300 minutes of off-net domestic LD per CC per month; aka Calling Plan C)
Estimated Taxes, Fees & Surcharges		
Local Calling - Bands A, B & C Unlimited	Yes	Yes

Site	3 Year Contract	5 Year Contract
Long Distance Calling -Minutes per CCP	62,100 minutes included per month (300/CC/mn x 207) with $ 0.0125/min over included minutes	62,100 minutes included per month (300/CC/mn x 207) with $ 0.0125/min over included minutes
Intrastate Included	Yes	Yes
Interstate included	Yes	Yes
Canada / Mexico Included	No	No
International Overseas Included	No	No

Internet Pricing

Expand the following table as needed to provide itemized pricing to meet the Internet bandwidth service requirements. Include pricing for 3- and 5-year contract terms. A three-year contract must include two optional 1- year extensions.

AT&T Response:

AT&T is offering a 3-year term with two optional one-year extensions exercisable solely by Customer. Any additional extensions and/or renewal options would be exercisable only via mutual written consent. AT&T is also offering a 5-year term.

Monthly cost must include taxes, surcharges, and fees. If necessary, please provide additional detailed information on the pricing you are submitting,

Site		3 Year Contract	5 Year Contract
421 N. County Farm Road, Wheaton		MRC	MRC
Internet			
Circuit Service	2Gb	$2,804.64	$2,804.64
Circuit Service	5Gb	$4,537.42	$4,537.42
Circuit Service	10Gb	$6,940.24	$6,940.24
DNS Hosting	Each	$0.00	$0.00
IP Addresses	Each	$0.00	$0.00
	254	$0.00	$.00

Analog Line Pricing (POTS)

Expand the following table as needed to provide itemized pricing to meet the analog line (POTS) service requirements. Include pricing for 3- and 5-year contract terms. A three-year contract must include two optional 1- year extensions.

AT&T Response:

AT&T is offering a 2 year term with 0 optional one-year extensions exercisable solely by Customer. Any additional extensions and/or renewal options would be exercisable only via mutual written consent. We can only provide a 24 month contract according to our tariff. When the current agreement expires, we can propose another 24 month agreement.

If necessary, please provide additional detailed information on the pricing you are submitting,

Site	3 Year Contract	5 Year Contract
421 N. County farm Road, Wheaton	MRC	MRC
Analog Lines (POTS)		
Line Charge	$33	
Federal Access Charge	$7.66	
Surcharge	14%	
Estimated Taxes & Fees	16%	
Usage	***CPM***	***CPM***
0-8 miles Band A (per minute)	$0.016	
8-15 miles Band B (per minute)	$0.034	
15+ Band C (per minute)	$0.055	
Intrastate (per minute) – IntraLATA/Local Toll	$0.054	
IntraLATA Long Distance	$0.115	
Interstate (per minute) – AT&T Business Block of Time	$0.038	
Directory Assistance Per Call	$2.29	

THE COUNTY OF DUPAGE
FINANCE - PROCUREMENT
TELECOMMUNICATION SERVICES 21-104-IT
BID TABULATION

		✓	✓	
Criteria	Available Points	**AT&T BUSINESS**	**COMCAST BUSINESS**	GRANITE
TECHNICAL SERVICES SPECIFICATIONS	25	25	17	5
IMPLEMENTATION SCHEDULE/AVAILABILITY	25	23	16	5
SERVICE AND SUPPORT	15	14	10	3
REFERENCES AND EXPERIENCE	10	8	8	1
Price (Scored by Procurement)	25	18	25	13
Total	100	86	76	27

Fee and Rate Proposal	$ 2,804.64	$ 2,000.00	$ 3,760.00
Percentage of points	71%	100%	53%
Points awarded (wtd against lowest price)	18	25	13

NOTES
IT Department requires system redundancy for potential internet outages. Therefore, AT&T and Comcast Business will be both awarded.

Bid Opened On 12/22/2021, 2:00 CST by	NE, DW
Invitations Sent	5
Total Requesting Documents	2
Total Bid Responses Received	3

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:	21-104-IT
COMPANY NAME:	AT&T Illinois
CONTACT PERSON:	Jane Holt
CONTACT EMAIL:	kt2324@att.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: Jane Holt Signature: [redacted]

Title: Senrior Client Solution Executive Date: 1/23/26

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

File #: PW-P-0007-26 **Agenda Date:** 2/17/2026 **Agenda #:** 17.C.

AWARDING RESOLUTION ISSUED TO RJN GROUP, INC.
TO REVIEW AND INSPECT WATER MAIN PIPELINE
WITH RJN'S ADVANCED VIBROACOUSTIC ANALYSIS (AVA)
PIPELINE ASSESSMENT SERVICE FOR PUBLIC WORKS
(CONTRACT TOTAL NOT TO EXCEED $72,468)

WHEREAS, a sole source quotation has been obtained in accordance with 55 ILCS 5/5-1022 and County Board policy; and

WHEREAS, the County is authorized to enter into a Sole Source Agreement pursuant to Section 2-350 of the DuPage County Procurement Ordinance; and

WHEREAS, based upon supporting documentation provided by the using Department, the Chief Procurement Officer has determined that it is not feasible to secure bids or that there is only one source for the required goods or services, and/or has determined that it is in the best interests of the County to consider only one supplier who has previous expertise relative to the subject procurement; and

WHEREAS, in accordance with the Chief Procurement Officer's determination, the Public Works Committee recommends County Board approval for the issuance of a contract to RJN Group, Inc., for review and inspect water main pipeline with RJN's Advanced Vibroacoustic Analysis (AVA) pipeline assessment service, for the period of February 24, 2026 through November 30, 2026 , for Public Works .

NOW, THEREFORE BE IT RESOLVED, that County Contract, covering said, for review and inspect water main pipeline with RJN's Advanced Vibroacoustic Analysis (AVA) pipeline assessment service, for the period of February 24, 2026 through November 30, 2026 for Public Works, be, and it is hereby approved for issuance of a contract by the Procurement Division to, RJN Group, Inc., 2655 Warrenville Road, Suite 225, Downers Grove, Illinois, 60515, for a contract total amount not to exceed $ 72,468. Pursuant to 55 ILCS 5/5-1022 (c) not suitable for competitive bids. (Sole provider of licensed or patented goods or services.)

Enacted and approved 24th day of February, 2026 at Wheaton, Illinois.

_____

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____

JEAN KACZMAREK, COUNTY CLERK

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

SECTION 1: DESCRIPTION

General Tracking		*Contract Terms*	
FILE ID#:	RFP, BID, QUOTE OR RENEWAL #:	INITIAL TERM WITH RENEWALS: OTHER	INITIAL TERM TOTAL COST: $72,468.00
COMMITTEE: PUBLIC WORKS	TARGET COMMITTEE DATE: 02/17/2026	PROMPT FOR RENEWAL:	CONTRACT TOTAL COST WITH ALL RENEWALS: $72,468.00
	CURRENT TERM TOTAL COST: $72,468.00	MAX LENGTH WITH ALL RENEWALS:	CURRENT TERM PERIOD: INITIAL TERM
Vendor Information		*Department Information*	
VENDOR: RJN Group, Inc	VENDOR #:	DEPT: Public Works	DEPT CONTACT NAME: Sean Reese
VENDOR CONTACT: Tom Romza	VENDOR CONTACT PHONE: 224-587-7366	DEPT CONTACT PHONE #: 630-985-7400	DEPT CONTACT EMAIL: sean.reese@dupagecounty.gov
VENDOR CONTACT EMAIL: tom.romza@rjnmail.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 an agreement between the Department of Public Works and RJN Group, Inc., for AVA Powered by DRI Inspections, an inspection technology used to identify the wall thickness in pipelines that are in hard to inspect locations, such as the Woodridge Greene Valley Wastewater Treatment plant due to the variety of piping and construction, as well as a section of road that crosses under Rt 83.

JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished
Inspection of water main piping in these locations are crucial to understand the condition of the pipe. The water main piping was installed in the late 1970's and early 1980's, and no inspection has been completed on the pipes condition in nearly 50 years. To limit the amount of water main breaks in these hard to inspect locations, the Advanced VibroAcoustic Analysis (AVA) Powered by dynamic Response Imaging™ (DRI) was selected to review and identify the condition of the water main pipe, as the only representative in the area with this technology.

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 A LICENSED OR PATENTED GOOD OR SERVICE
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. AVA powered by DRI™ uses nonlinear vibroacoustic technology to assess pipeline condition using external access points such as hydrants, control valves or temporary potholes (installed via hydro excavation). DRI leverages proprietary (Patent Pending No. 6352939), non-invasive condition assessment method developed by KenWave that uses vibroacoustic technology to evaluate the stiffness and structural integrity of pressure pipes. Unlike traditional inline inspection technologies, DRI operates with the pipeline in service, requires only external access points spaced hundreds of feet apart, and delivers high-resolution data capable of identifying localized structural weaknesses.
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. Due to the strategic partnership between Kenwave and RJN Group, no other organizations have access to this technology. A sole source letter was requested and supplied, signed by both Kenwave Solutions and RJN Group.
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. Kenwave has entered into a strategic partnership with RJN Group, Inc., whereby RJN utilizes DR! technology to deliver its AVA pipeline assessment service. Under this agreement, RJN is responsible for marketing and selling the service, performing all fieldwork using DR! equipment managed by RJN, and providing final reporting deliverables. This is the only partnership of its kind that Kenwave has established in the United States.

SECTION 5: Purchase Requisition Information			
Send Purchase Order To:		*Send Invoices To:*	
Vendor: RJN Group, Inc	Vendor#:	Dept: Public Works	Division: Public Works
Attn: Tom Romza	Email: tom.romza@rjnmail.com	Attn: Magda Leonida-Padilla	Email: pwaccountspayable@dupagecounty.gov
Address: 2655 Warrenville Road, Suite 225	City: Downers Grove	Address: 7900 S. Rt. 53	City: Woodridge
State: IL	Zip: 60515	State: IL	Zip: 60517
Phone: 224-587-7366	Fax:	Phone: 630-985-7400	Fax:
Send Payments To:		*Ship to:*	
Vendor: Same as Above	Vendor#:	Dept: Same as Above	Division:
Attn:	Email:	Attn:	Email:
Address:	City:	Address:	City:
State:	Zip:	State:	Zip:
Phone:	Fax:	Phone:	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Feb 24, 2026	Contract End Date (PO25): Nov 30, 2026

Purchase Requisition Line Details											
LN	Qty	UOM	Item Detail (Product #)	Description	FY	Company	AU	Acct Code	Sub-Accts/ Activity Code	Unit Price	Extension
1	1	EA		Water main inspection	FY26	2000	2640	53300		72,468.00	72,468.00
FY is required, ensure the correct FY is selected.										Requisition Total	$ 72,468.00

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.

www.rjn.com
www.kenwavesolutions.com

February 5, 2026

Drew Cormican
Buyer II
DuPage County Public Works
7900 S Route 53
Woodridge, IL 60517

Subject: Sole Source Justification for RJN AVA Pipeline Assessment Services

Dear Mr. Cormican:

This letter serves as formal justification for the sole source procurement of RJN's Advanced Vibroacoustic Analysis (AVA™) pipeline assessment service, powered by KenWave's patented Dynamic Response Imaging™ (DRI™) assessment service.

DRI leverages proprietary (Patent Pending No. 6352939), non-invasive condition assessment method developed by KenWave that uses vibroacoustic technology to evaluate the stiffness and structural integrity of pressure pipes. Unlike traditional inline inspection technologies, DRI operates with the pipeline in service, requires only external access points spaced hundreds of feet apart, and delivers high-resolution data capable of identifying localized structural weaknesses.

To our knowledge, no other commercially available solution offers the combination of:

- 6ft spatial resolution with minimal access requirements; and
- Non-invasive (doesn't come in contact w the water column), in-service operation suitable for critical pipelines; and
- Quantitative stiffness and thickness assessment using external vibroacoustic technology; and
- Validated inspection results

Kenwave has entered into a strategic partnership with RJN Group, Inc., whereby RJN utilizes DRI technology to deliver its AVA pipeline assessment service. Under this agreement, RJN is responsible for marketing and selling the service, performing all fieldwork using DRI equipment managed by RJN, and providing final reporting deliverables. This is the only partnership of its kind that Kenwave has established in the United States.

Please don't hesitate to reach out for further clarification or supporting documentation.

[redacted]

Michael Young, PE
Senior Vice President
RJN Group, Inc.

[redacted]

Cameron White
Director of Growth
KenWave Solutions, Inc.

February 2, 2026

Sean Reese
Deputy Director of Public Works
DuPage County Public Works
7900 S. Route 53
Woodridge, IL 60517

Subject: Proposal for Professional Engineering Services
AVA Water Main Condition Assessment -

Dear Mr. Reese:

RJN Group, Inc. is pleased to submit this proposal to the DuPage County Public Works (County), offering comprehensive watermain assessment services for the County to understand the condition of these essential pipelines.

RJN, established in 1975, is a professional engineering consulting firm focused on providing innovative engineering solutions and field services. With over 90% of our work focused on underground infrastructure, we are uniquely qualified for this project.

Key Project Goals and Objectives

RJN actively embraces innovative technologies and carefully selects the most suitable technology for each project. We fully understand the County's interest in assessing the condition of watermains. Moreover, we recognize the critical importance of ensuring that the chosen pipes remain operational while minimizing any disruptions along the pipeline routes.

The project's goal is to assess the structural integrity of critical watermains to determine if improvements are needed. Per the County's GIS, the project will assess 6,146 linear feet of metallic watermain with a resolution as precise as 5 to 10-foot segments. The area to be tested is shown in Exhibit D and summarized as follows:

- 4,888 linear feet of 12" metallic water main at the water treatment plant.
- 1,258 linear feet of 10" metallic water main near the intersection of 87th street and IL-83.

This proposal includes three alternatives to the scope of the project. Alternative A assesses only the 1,258 linear feet of 10" metallic water main that crosses under Route 83. Alternative B assesses the 4,888 linear feet of 12" metallic water main within the Woodridge Green Valley Treatment Plant. Alternative C assesses both sections. The advantage to the County for Alternative C is that it is more cost-effective, mainly due to mobilization costs and other factors.

Advanced VibroAcoustic Analysis (AVA) Powered BY dynamic Response Imaging™ (DRI)

AVA powered by DRI™ uses nonlinear vibroacoustic technology to assess pipeline condition using external access points such as hydrants, control valves or temporary potholes (installed via hydro excavation).

A wave generator introduces microscopic vibroacoustic signals into the water column, tuned to specific frequencies based on the pipe type and size, to excite the entire pipeline segment. The pipe vibrates at multiple resonance frequencies, which reflect localized wall stiffness. These frequencies are recorded and localized using a cross-correlation function between two sensors.

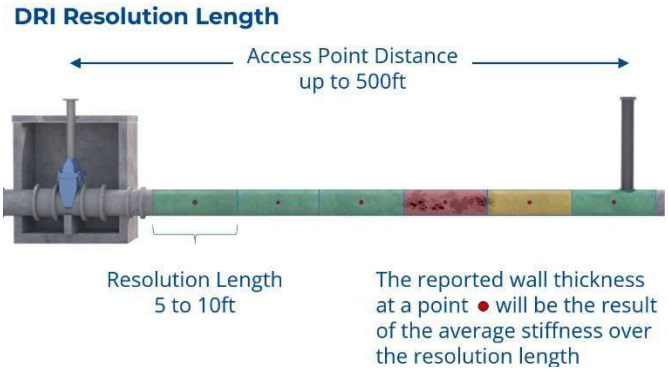


FIGURE 1
Resolution Diagram, based on < 600 ft access points

Post-inspection analysis in the time and frequency domains identifies and locates leaks and pipe wall distress and reports residual wall thickness for cast iron pipes with a resolution as finite as 5 to 10 feet, depending on the spacing of access points. This capability can provide sub-pipe stick level condition assessment and accurate leak locations as a result.

The DRI technology requires three access points per pipe segment, with examples as shown in Figure 2.

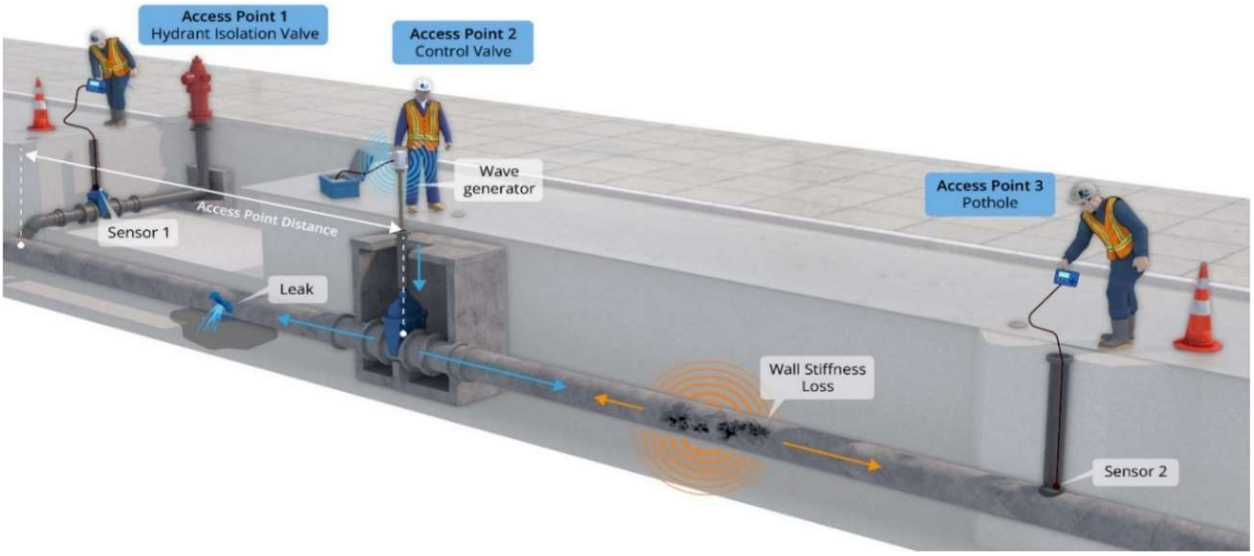


FIGURE 2
Sample AVA Field Setup

Access points can be spaced up to 600 feet apart, depending on site conditions, while still providing pipe wall distress measurements with a resolution of 5 to 10 feet. While access points further apart can be acceptable due to accessibility, distress resolution will not be as refined.

A three-person field team operates lightweight, mobile field kits. Two members set up data acquisition units, while the third sets up the wave generator at predetermined access points. The pipeline is excited with specific vibroacoustic test signals, and data is recorded via sensors connected to the acquisition units. After uploading the data, the team moves to the next section to repeat the process until the entire pipeline is covered. The inspection uses five main tools:

1. Data acquisition unit (data recorder)
2. External acoustic sensor (data sensing)
3. Wave Generator (excite the pipeline)
4. Tablet/laptop (user interface)
5. Personal protective and safety equipment



Figure 3
Example Field Equipment

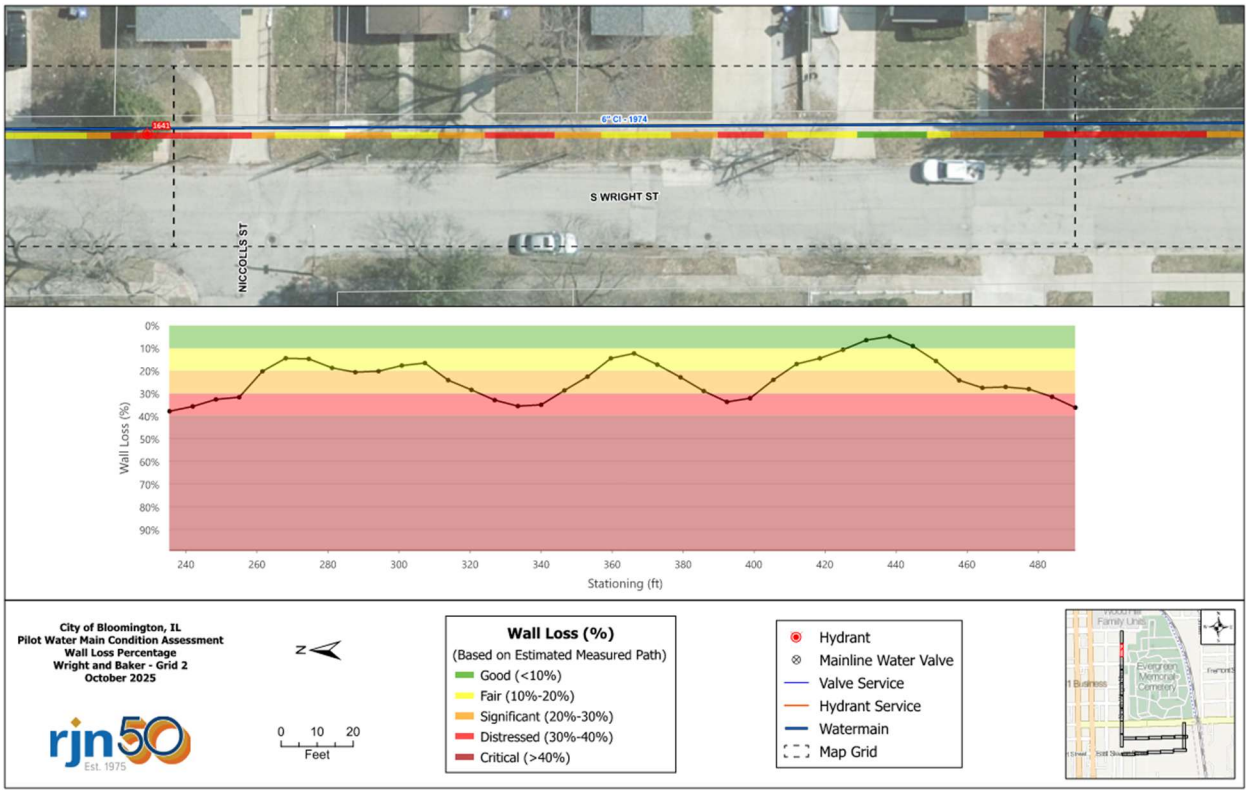
The basic inspection deliverable includes a condition assessment report with residual wall thickness, identified leaks, location of both leaks and pipe wall distress along the inspected watermain, and structural integrity grading of 1-5 based on percent wall loss with supporting excel tables and a color-coded GIS shapefile. An example of the excel table can be seen in Figure 4 and a sample wall thickness profile with ~6-foot resolution length with a color-coded GIS plan can be seen in Figure 5.

FIGURE 4
Sample Excel and Profile Deliverables

Street	Valve	Stationing / Distance	Year Installed	Material	Diameter (in)	Nominal Thickness (in)	Apparent Structural Thickness (in)	Wall Loss (in)	Wall Loss (%)
Wright		366.2	1974	CI	6	0.38	0.333	0.047	12.41%
Wright		372.7	1974	CI	6	0.38	0.314	0.066	17.36%
Wright		379.3	1974	CI	6	0.38	0.293	0.087	22.95%
Wright		385.8	1974	CI	6	0.38	0.270	0.110	28.97%
Wright		392.3	1974	CI	6	0.38	0.252	0.128	33.77%
Wright		398.9	1974	CI	6	0.38	0.258	0.122	32.16%
Wright		405.4	1974	CI	6	0.38	0.288	0.092	24.08%
Wright		411.9	1974	CI	6	0.38	0.315	0.065	17.07%
Wright		418.5	1974	CI	6	0.38	0.325	0.055	14.60%
Wright		425.0	1974	CI	6	0.38	0.339	0.041	10.82%
Wright		431.6	1974	CI	6	0.38	0.355	0.025	6.59%
Wright		438.1	1974	CI	6	0.38	0.361	0.019	4.95%
Wright		444.6	1974	CI	6	0.38	0.345	0.035	9.17%
Wright		451.2	1974	CI	6	0.38	0.320	0.060	15.80%
Wright		457.7	1974	CI	6	0.38	0.288	0.092	24.27%
Wright		464.3	1974	CI	6	0.38	0.275	0.105	27.57%
Wright		470.8	1974	CI	6	0.38	0.277	0.103	27.19%
Wright		477.3	1974	CI	6	0.38	0.273	0.107	28.11%
Wright		483.9	1974	CI	6	0.38	0.260	0.120	31.53%

FIGURE 5

Sample color-coded GIS based on structural integrity grading



PROJECT APPROACH

RJN will begin by collaborating closely with the County to identify and finalize the specific water segments that will undergo AVA powered by DRI™. This initial phase will involve detailed discussions to ensure that the most critical and representative segments are selected. Once the segments are confirmed, RJN will plan the setups and logistics, leveraging the County's GIS data to optimize the inspection process.

Following the planning phase, RJN will finalize the comprehensive plan in consultation with the County, ensuring all logistical and operational details are addressed. RJN will then schedule a dedicated week for the testing phase. During this week, County crews will work in tandem with RJN crews to deploy and operate the pipeline assessment tools. This collaborative effort will ensure that the inspection is conducted efficiently and effectively, with minimal disruption to the community.

Upon completion of the fieldwork, the RJN team will undertake a thorough post-processing of the gathered data. This will involve advanced analysis techniques to interpret the acoustic signals and other data collected during the inspection. RJN will then compile a detailed report that outlines the findings and provides actionable recommendations. This report will include comprehensive GIS

exhibits that visually represent the condition of the assessed pipelines, offering clear insights into their structural integrity and remaining useful life.

Assuring Quality and Safety

Quality Assurance

RJN is committed to providing quality deliverables. The completion of these inspections is critical in providing actionable results for the County. RJN's internal Quality Control tools as well as our corporate training and Quality Assurance processes in place will ensure that the program will provide value for the DuPage County Public Works.

Safety

As an employee-owned firm, RJN's commitment to the safety of our employees, County staff, and the public is paramount. RJN demonstrates that commitment to safety in our internally developed and audited safety program where our goal is to have all field staff, engineers, and project managers "RJN Safety Certified." Every project follows RJN's health and safety guidelines when completing any fieldwork.

Price and Schedule Summary

This project will be invoiced on a unit price and lump sum, percent complete basis for a total not-to-exceed fee as outlined in Exhibit B. The recommended option of Alternate C is for a total not-to-exceed fee of $72,468. RJN will complete the study within six months of an Agreement. Complete Scope of Services, Pricing, and Schedules are provided in the following exhibits:

- Exhibit A – Scope of Services
- Exhibit B – Pricing
- Exhibit C – Schedule
- Exhibit D – Maps

We are looking forward to the opportunity to work with the County on this important project. It is our pleasure to submit this proposal to you. Please feel free to contact Tom at 224-587-7366 if you would like to discuss this proposal or have any questions.

Sincerely,

[redacted]

Francisco Sobral, PE
Client Manager
217.714.1209

[redacted]

Tom Romza, PE
Regional Manager
224.587.7366

EXHIBIT A
SCOPE OF SERVICES

RJN is proposing the following scope of services to conduct condition assessments of selected watermains in the DuPage County Public Works service area:

1. **Preparatory Work & Data Review**
    a. Conduct a kickoff meeting with the County to discuss the project scope, objectives, and roles, and establish lines of communication for the duration of the work.
    b. Discuss watermain histories, operations, and maintenance.
    c. Gather and review all available data from the County regarding the watermains, including
        i. GIS maps and databases,
        ii. Design and/or record drawings,
        iii. Maintenance, modification/rehabilitation, and repair records,
        iv. Past inspection data, operational data, and any other related data.
    d. Discuss project approach, schedule of work, and set expectations for the project.
    e. Share follow-up questions with the County for discussion.
    f. Visit the project area to preliminary investigate the access points.
    g. Prepare a confirmation list for the County to check fire hydrants, valves, and vaults to meet project objectives. Confirm pothole locations, as necessary.
    h. Ensure selected sites are acceptable and provide suitable testing locations concerning safety and equipment performance, adjust segment plans accordingly based on access availability and site conditions.
2. **AVA powered by DRI™ Inspections**
    a. Provide all necessary AVA inspection equipment and a trained three-person crew to complete field work.
    b. Use external vibroacoustic sensors and data acquisition units at predefined access points (e.g., hydrants, valves, or temporary potholes) along each pipeline segment to enable AVA testing.
    c. Introduce Vibroacoustic signals into the water column using a centrally positioned wave generator between the sensors to excite the pipeline and capture its dynamic response.
    d. Measure the distance between access points to ensure appropriate resolution and segment coverage.
    e. Perform on-site and remote QA/QC of field data before demobilization to confirm data integrity.
3. **Data Analysis, Report and Recommendations**
    a. Determine if any leaks were found on the tested segments and inform the County of the location within 2 weeks.

b. Post-process the inspection data to assess localized pipe wall stiffness and identify structural anomalies using both time and frequency domain analyses. Correlate wall stiffness to wall loss averaged over the available resolution length.
c. Provide the County with preliminary results and identify if any of the tested segments are recommended for repair or replacement prior to the planned intersection reconstruction.
d. Include a summary of the work completed and results of the AVA inspections delivered in a draft report including:
    i. A GIS map of the water main system, including findings from the AVA inspections.
    ii. Engineering recommendations for further inspections, rehabilitation/repair, and/or maintenance based on the inspection data.
    iii. Budgetary pricing and recommended timing (urgency) for implementation of recommendations.
e. Meet with County Staff to discuss findings and recommendations, revise draft accordingly.
f. Submit a digital and two hard copies (if desired) of the final report.
g. Provide digital copies of all inspection data, analysis results, and photographs from inspections, including GIS databases and shapefiles
h. Upload final report and supporting documents to Clarity®.

4. **Project Management**
    a. Provide project management services including invoicing, scope, schedule, fee tracking, and closeout services.
    b. Provide updates to County staff throughout the duration of the project (summary of completed work, upcoming activities, and any schedule or budget considerations).
    c. Coordinate and attend meetings with County staff as necessary to discuss the progress of the project, address technical questions, and ensure alignment with client expectations and project objectives.

Items Requested from the County

1. Updated GIS geodatabases, shape files, or CAD atlases for the water distribution system for the study area. Any design and/or record drawings, break history, maintenance, and repair records, past inspection data, and any other related data.
2. Access to distribution system for inspection. Assistance locating or opening seized/buried appurtenances as required.
3. Cleaning of valve boxes and vaults, as necessary, to gain access to the pipe and appurtenances.
4. Actuating of valves, as necessary
5. Install or provide temporary access to the pipeline (potholes), where necessary.
6. Assistance with traffic control in high traffic areas, as necessary. Any permitting involved with traffic control is not included in this proposal. Any required communication with Permitting Agencies is expected to be completed by the County.
7. Provide communication with residents within the vicinity of our work.

EXHIBIT B
PRICING

Pricing for the each Alternative for the 2026 AVA Water Main Condition Assessment project is as follows:

Pricing Terms for Invoicing: Unit Price/Lump Sum, Percent Complete

Cost Schedule –

Alternative A: 1,258 ft Under Rt. 83

Task	Unit Price	Units	Fee
Preparatory Work & Reconnaisance	Lump Sum	-	$3,600
AVA Inspection and Analysis (1,258 ft)	15.50	ft	$19,499
Reporting and Exhibits	Lump Sum	-	$6,000
Project Management	Lump Sum	-	$3,100
	Alternative A TOTAL		**$32,199**

Alternative B: 4,888 ft within Woodridge Green Valley Treatment Plant

Task	Unit Price	Units	Fee
Preparatory Work & Reconnaisance	Lump Sum	-	$6,100
AVA Inspection and Analysis (4,888 ft)	8.25	ft	$40,326
Reporting and Exhibits	Lump Sum	-	$8,800
Project Management	Lump Sum	-	$5,300
	Alternative B TOTAL		**$60,526**

Alternative C: Both Alternative A and B

Task	Unit Price	Units	Fee
Preparatory Work & Reconnaisance	Lump Sum	-	$7,300
AVA Inspection and Analysis (6,146 ft)	8.00	ft	$49,168
Reporting and Exhibits	Lump Sum	-	$10,000
Project Management	Lump Sum	-	$6,000
	Alternative C TOTAL		**$72,468**

Proposal Option

This Proposal can be amended to include additional work upon joint approval by the County and RJN.

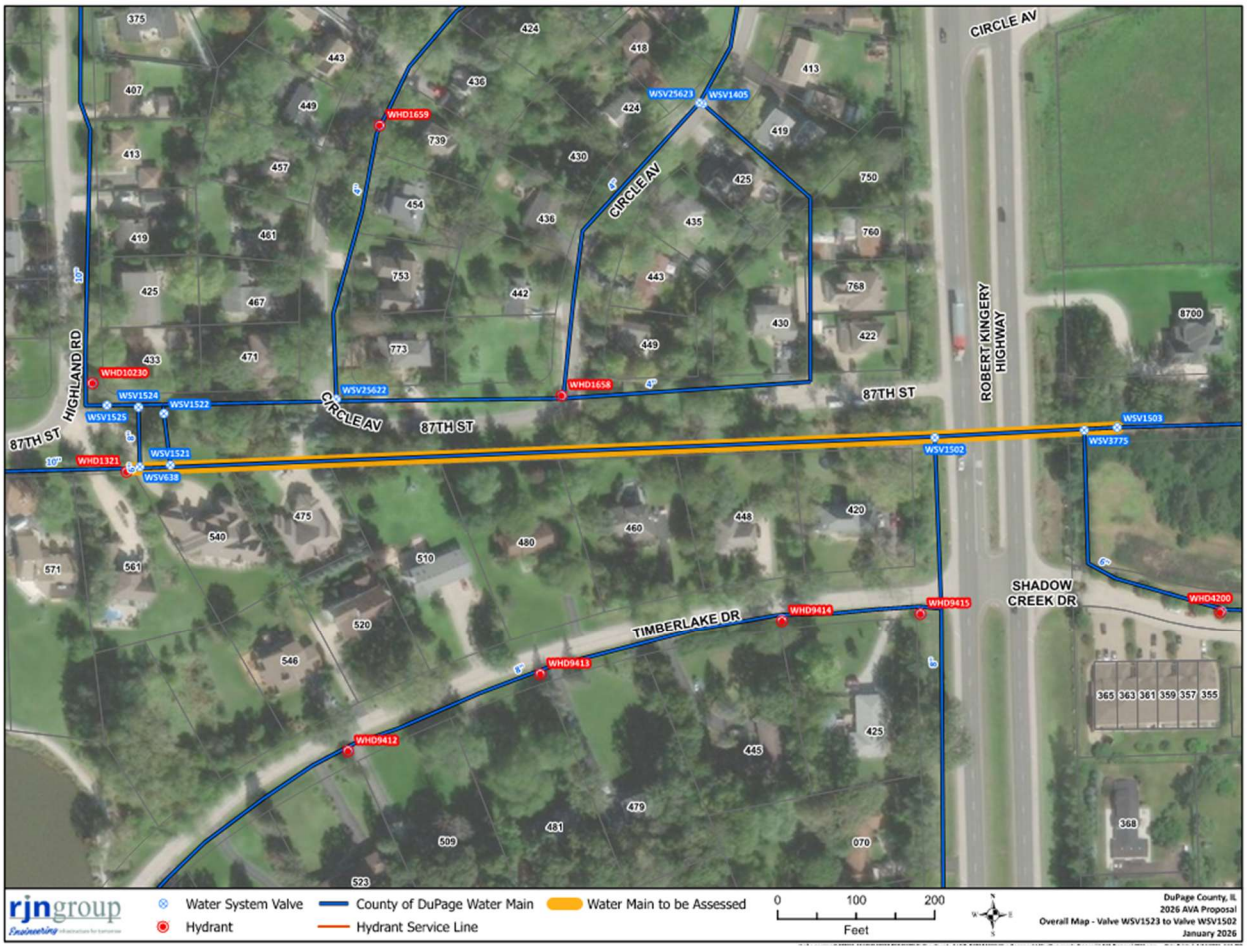
EXHIBIT C
PROPOSED SCHEDULE

RJN is prepared to start work immediately upon an Agreement.

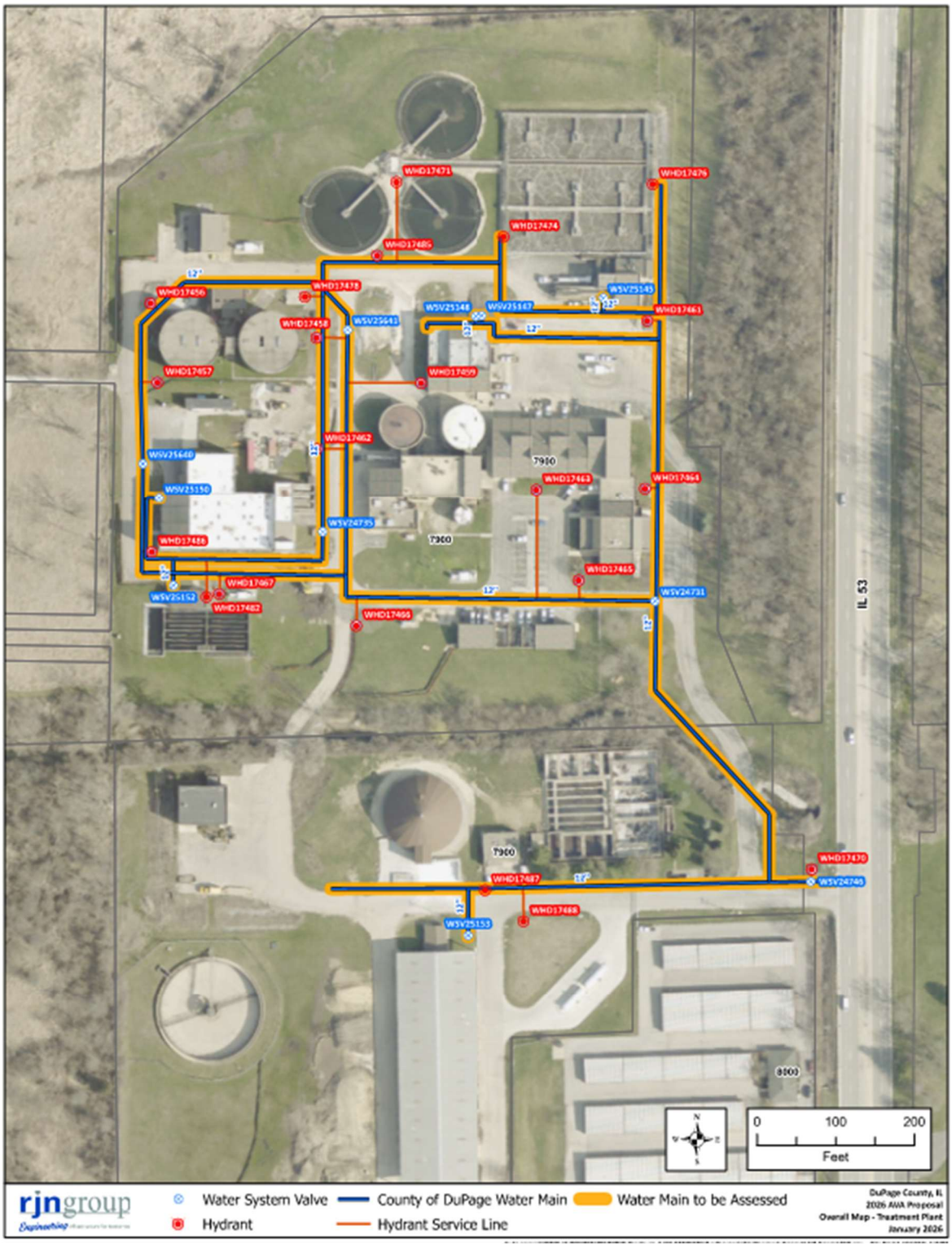
Task	Timeline
Preparatory Work, Data Review & Field Reconnaissance	To be completed within 2 months of a NTP
AVA Field Inspections	To be completed within 1 month of recon
Draft Report and Deliverables	Within 2 months of completion of Field Inspections
Final Report and Deliverables	Within 1 month of receiving comments

EXHIBIT D
MAPS

Alternative A Area



Alternative B Area



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:	RJN Group, Inc.
CONTACT PERSON:	Michael N. Young, P.E.
CONTACT EMAIL:	myoung@rjnmail.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: Michael N. Young Signatur[redacted]

Title: Senior Vice President Date: 02/04/2026

Rev. 1-2025

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

File #: TE-CO-0002-26 **Agenda Date:** 2/17/2026 **Agenda #:** 19.A.

AMENDMENT TO COUNTY CONTRACT 7399-0001 SERV
ISSUED TO IMAGING SYSTEMS, INC. D/B/A/ IDT
FOR ANNUAL HYLAND AND CAPSYS
SOFTWARE ASSISTANCE MAINTENANCE
FOR INFORMATION TECHNOLOGY
(INCREASE ENCUMBRANCE $28,000)

WHEREAS, County Contract 7399-0001 SERV was approved by the DuPage County Board on November 26, 2024; and

WHEREAS, the Technology Committee recommends changes as stated in the Change Order Notice to County Contract 7399-0001 SERV, issued to Imaging Systems, Inc. d/b/a IDT, for the annual Hyland and CAPSYS Software Assistance maintenance, for Supervisor of Assessments, Treasurer, Family Center, Coroner, and County Clerk, to add a new line for Rabies Cert Index and Capture for Animal Services, and increase the contract by $28,000.00 resulting in an amended contract total of $355,930.81.

NOW, THEREFORE BE IT RESOLVED, that the County Board adopt the Change Order Notice to County Contract 7399-0001 SERV, issued to Imaging Systems, Inc. d/b/a IDT, for the annual Hyland and CAPSYS Software Assistance maintenance for Supervisor of Assessments, Treasurer, Family Center, Coroner, and County Clerk, to add a new line for Rabies Cert Index and Capture for Animal Services and increase the contract by $28,000.00 resulting in an amended contract total of $355,930.81.

Enacted and approved this 24th day of February, 2026 at Wheaton, Illinois.

_____

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____

JEAN KACZMAREK, COUNTY CLERK

TEC 2/17
FI+CB 2/24

REQUEST FOR CHANGE ORDER FORM

Procurement Services Division

Revised 10-01-2025

Date: Jan 22, 2026

File ID #: 24-2995

Purchase Order #: 7399-1-SERV	**Original Purchase Order Date:** Jan 1, 2025	**Change Order #:** 1	**Department:** Information Technology
Vendor Name: IMAGING SYSTEM, INC.		**Vendor #:** 11487	**Dept. Contact:** Richard Burnson
Action Requested and Reason for Change Order Request:	Increase total contract amount by $28,000.00 Add a new line coded to Animal Services FY26 1100-1300-53020 and increase line by $12,000 for Rabies Cert Index & Capture Add a new line coded to Animal Services FY27 1100-1300-53020 and increase line by $16,000 for Rabies Cert Index & Capture		

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	$327,930.81
B	Net $ Change for Previous Change Order	$0.00
C	Current Contract Amount (A + B)	$327,930.81
D	Amount of this Change Order ☒ Increase ☐ Decrease	$28,000.00
E	New Contract Amount (C + D)	$355,930.81
F	Cumulative Change Order Amount (B + D)	$28,000.00
G	Cumulative Percent of all Change Orders (B+D/A); *(60% maximum on construction contracts)*	8.54%

DECISION MEMO NOT REQUIRED - *Check Applicable Box(es)*

☐ Cancel Entire Order ☐ Close Contract ☐ Contract Extension (≤59 Days) ☐ Update Budget Code

☐ Change Budget Code From: _____ to: _____

☐ Increase/Decrease Quantity From: _____ to: _____

☐ Price Shows: _____ should be: _____ ☐ Move Funds Between Lines

☐ Decrease Remaining Encumbrance and Close Contract ☐ Increase Encumbrance and Close Contract ☐ Decrease Encumbrance ☐ Increase Encumbrance

DECISION MEMO REQUIRED - *Check Applicable Box(es) and Fill In All Answers Below*

☐ Contract Extension Greater Than 59 Days From _____ to: _____ ☐ Cancel Contract

☒ Cumulative Increase Greater Than $10,000 (Row 'F' Above) ☐ Other - Explain In Summary Explanation Box Below

Summary Explanation - Provide a summary of the action. Explain why it is necessary and what is to be accomplished.

Integrated Document Technologies (IDT) is the provider of OnBase and has the most efficient and cost effective solution for outsourcing of document prep, scanning, image enhancing, visual image quality control, daily image export and indexing, of Animal Services monthly rabies certificates remitted by veterinary partners. IDT has performed these services since 2018 and has helped Animal Services successfully scan and index hundreds of thousands of hardcopy rabies certificates, increasing the efficiency with which Animal Services and municipalities are able to verify compliance and reunite lost pets with their owners. Outsourcing of ongoing prep, scanning, imaging enhancing, daily image export and indexing of Animal Services rabies certificates that would otherwise require a full time employee to scan and index approximately 100,000 hardcopy certificates annually. Animal Services is looking to make changes to how IDT processes rabies certificates aimed at increasing efficiency and reducing the amount of paper wasted. These changes have resulted in changes to the scope of work and a slight increase in cost for IDT's services.

Original Source Selection/Vetting Information - Describe method used to select source; for instance, bid, RFP, sole source, etc.

Sole Source per DuPage County ordinance, section 2-350

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

1. Approve this change order as-is allowing Animal Services to increase the efficiency with which rabies certificates are scanned and indexed. These changes will reduce the number of staff hours spent scanning hard copy certificates while greatly reducing paper waste.
2. Do not approve this change order. Animal Services will maintain the current process in place for processing rabies certificates, resulting in zero improvements in efficiency and continued paper waste.
3. Discontinue services provided by IDT to Animal Services resulting in the need for additional headcount to manually scan, enter and index more than 100,000 hardcopy rabies certificates annually.

Fiscal Impact/Cost Summary - Include projected cost for each fiscal year, approved budget amount and account number

FY26 1100-1300-53020 $12,000
FY27 1100-1300-53020 $18,000

APPROVALS - *Initials Only*

KAL	2803	Feb 5, 2026	Signature on File	2806	2/6/2026
Prepared By	Phone Ext.	Date	Recommended for Approval	Phone Ext.	Date
[signature]	2/11/2026				
Reviewed by Procurement Officer	Date		Completed by Buyer		Date

DuPage Animal Control Document Conversion Services Rabies Certification

IDT
putting paper in its *place*

Integrated Document Technologies, Inc. (IDT)
1009 W. Hawthorn Drive
Itasca, IL 60143
Phone: (630) 875-1100
Fax: (630) 875-1101

DuPage County Animal Control
Meghan Reese / Laura Flamion

Prepared by: David Raboin, Senior Engagement Manager
1/28/26

Rabies Certification Email Ingestion Modification

QTY	DESCRIPTION		
TBD	**Service Fee Description**	**Per Image Fee**	**Ext. Price**
	Backlog & day-forward Rabies Certificate Document Conversion Fees	**$0.125**	**TBD**
	Per Single-Sided image Fee		
	14 Day SLA		
	Monthly Report with Scan/Import date VS Completed Date with Monthly Bill		
	Email Import License	**$0.015**	**TBD**
	IoT Smart Connect Scanning	**No Cost**	**No Cost**
	Locked in price for 2 year 3/1/2026 - 2/28/2028		
		Unit Price	**Total Price**
1	**Professional Service to Configure and Set up Email Ingestion**	**$2,500.00**	**$2,500.00**
	One Time Fee for IDT to work with Animal Control Employees and DuPage IT to configure Email Import Includes a UAT Session to ensure set up meets Animal Control needs and Training.		

Assumptions: DuPage IT will provide Oauth 2.0 access to email box to allow automatic ingestion of emails.

Total Per Single Page Document Cost:	$0.14
Total Professional Services:	$2,500.00

Document Conversion Services Details

Services Summary: Includes physical labor, facilities, temporary secure document storage, scanning equipment, capture software & connectivity to DuPage County's existing OnBase System. Since IDT currently supports DuPage County's OnBase system, all connectivity support and problem resolution is included. IDT provides turn-key document conversion services including: QA, image optimization, indexing and direct document export into Animal Control's existing OnBase system.

Image Enhancement: IDT will utilize our in-house DCSU software technology to perform image clean-up and image enhancement to minimize artifacts and maximize the clarity and readability of image.

Visual Image Quality Control: IDT will perform a visual review of scanned image quality to ensure proper image orientation, proper contrast, clarity and readability.

Document Indexing: IDT will index each certificate using our in-house DCSU Capture software. This project is scoped to include a maximum of 6 index field values for each document/certificate. IDT's staff will key the following fields: Tag #, Owner Name, City, Address, Pet Name, and Microchip Number. Additional index fields will be subject to higher per image fee.

Routine Image Export: IDT will provide a process to securely upload the digital images and associated meta-data on a routine basis into the Animal Control's OnBase application. IDT will utilize the "send-to-OnBase" functionality to do routine exports and ensure DuPage County has the quickest possible access to recently imaged documents in OnBase.

General Assumptions
Document Conversion Services Pricing Schedule (March 1, 2026 - February 28, 2028)
Integrated Document Technologies
1009 Hawthorn Drive
Itasca, IL 60143
This proposal is based on the documented requirements in this proposal. Should any assumptions be incorrect, please notify IDT immediately as it may impact the accuracy of this proposal. All document Conversion Services will be performed at IDT's facility in Itasca, IL during Standard Business Hours Mon - Fri 8am-5pm CT.

Document Conversion Services Details
IDT will not maintain any copies of the digitized vaccination certificates.

Terms: Professional Services are net 30 terms unless otherwise indicated.

IDT will invoice above Services on a monthly basis based on the total number of certificates scanned and indexed.

Milestone #1: $1,500.00 Professional Service Due at signing of quote
Milestone #2 : $ 1,000.00 Professional Service Due at Release from Go-Live

Total : $2,500.00

Please note: IDT reserves the right to bill some/all portions of any milestone before project completion should the customer delay for more than 30 days.

Signature on File

1-29-2026

DuPage County Animal Control Authorized Signature and PO# (if applicable) **Date**

Required Vendor Ethics Disclosure Statement

Failure to complete and return this form may result in delay or cancellation of the County's Contractural Obligation.

Date: 2/7/2026

Bid/Contract/PO #: PO 7399-1-SERV

Company Name: IDT Inc.	Company Contact: David Raboin
Contact Phone: 224-443-0040	Contact Email: draboin@idt-inc.com

The DuPage County Procurement Ordinance requires the following written disclosures prior to award:

1. Every contractor, union, or vendor that is seeking or has previously obtained a contract, change orders to one (1) or more contracts, or two (2) or more individual contracts with the county resulting in an aggregate amount at or in excess of $25,000, shall provide to Procurement Services Division a written disclosure of all political campaign contributions made by such contractor, union, or vendor within the current and previous calendar year to any incumbent county board member, county board chairman, or countywide elected official whose office the contract to be awarded will benefit. The contractor, union or vendor shall update such disclosure annually during the term of a multi-year contract and prior to any change order or renewal requiring approval by the county board. For purposes of this disclosure requirement, "contractor or vendor" includes owners, officers, managers, lobbyists, agents, consultants, bond counsel and underwriters counsel, subcontractors and corporate entities under the control of the contracting person, and political action committees to which the contracting person has made contributions.

☑ **NONE (check here) - If no contributions have been made**

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

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

☑ **NONE (check here) - If no contacts have been made**

Lobbyists, Agents and Representatives and all individuals who are or will be having contact with county officers or employees in relation to the contract or bid	Telephone	Email

A contractor or vendor that knowingly violates these disclosure requirements is subject to penalties which may include, but are not limited to, the immediate cancellation of the contract and possible disbarment from future county contracts.

Continuing disclosure is required, and I agree to update this disclosure form as follows:

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

The full text for the county's ethics and procurement policies and ordinances are available at:

http://www.dupageco.org/CountyBoard/Policies/

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

Authorized Signature [redacted]

Printed Nam David Raboin

Title Senior Engagement Manager

Date 02/07/2026

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

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

File #: TE-P-0003-26 **Agenda Date:** 2/17/2026 **Agenda #:** 19.B.

AWARDING RESOLUTION ISSUED TO
INSIGHT PUBLIC SECTOR
FOR VERITAS NETBACKUP MAINTENANCE AND SUPPORT
FOR INFORMATION TECHNOLOGY
(CONTRACT TOTAL AMOUNT $385,588.50)

WHEREAS, the County of DuPage by virtue of its power set forth in the Counties Code (55 ILCS 5/1-1001 *et seq*.) is authorized to enter into this Agreement; and

WHEREAS, pursuant to the Governmental Joint Purchasing Act (30 ILCS 525/2), the County is authorized to enter into a Joint Purchasing Agreement for the annual maintenance and support of Veritas Netbackup software; and

WHEREAS, pursuant to Intergovernmental Agreement between the County of DuPage and the OMNIA Partners Contract #23-6692-03, the County of DuPage will contract with Insight Public Sector; and

WHEREAS, the Technology Committee recommends County Board approval for the issuance of a contract to Insight Public Sector, for the annual maintenance and support of Veritas Netbackup software, for the period of March 18, 2026 through March 17, 2029, for Information Technology.

NOW, THEREFORE BE IT RESOLVED, that County contract, covering said for the annual maintenance and support of Veritas Netbackup software, for the period of March 18, 2026 through March 17, 2029, for Information Technology, be, and it is hereby approved for issuance of a contract by the Procurement Division to Insight Public Sector, 6820 Harl Ave., Tempe, AZ 85283-4318, for a contract total amount not to exceed $385,588.50, per contract pursuant to the OMNIA Partners Contract #23-6692-03.

Enacted and approved this 24th day of February, 2026 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#: 26-0485	RFP, BID, QUOTE OR RENEWAL #: Quote #0229117253	INITIAL TERM WITH RENEWALS: 3 YRS + 1 X 1 YR TERM PERIOD	INITIAL TERM TOTAL COST: $385,588.50
COMMITTEE: TECHNOLOGY	TARGET COMMITTEE DATE: 02/17/2026	PROMPT FOR RENEWAL: 3 MONTHS	CONTRACT TOTAL COST WITH ALL RENEWALS: $385,588.50
	CURRENT TERM TOTAL COST: $385,588.50	MAX LENGTH WITH ALL RENEWALS: THREE YEARS	CURRENT TERM PERIOD: INITIAL TERM
Vendor Information		*Department Information*	
VENDOR: Insight Public Sector	VENDOR #: 10809	DEPT: Information Technology	DEPT CONTACT NAME: Joe Hamlin
VENDOR CONTACT: Bob Erwin	VENDOR CONTACT PHONE: 1-480-366-7058	DEPT CONTACT PHONE #: x5063	DEPT CONTACT EMAIL: Joe.Hamlin@dupagecounty.gov
VENDOR CONTACT EMAIL: berwin@insight.com	VENDOR WEBSITE: www.insight.com	DEPT REQ #:	

Overview

DESCRIPTION Identify scope of work, item(s) being purchased, total cost and type of procurement (i.e., lowest bid, RFP, renewal, sole source, etc.).
Veritas Netbackup on-prem and cloud services for data recovery purchased via OMNIA Partners Contract #23-6692-03 for a 3-year term, billed annually, totaling $385,588.50.

JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished
This procurement is necessary because backups are a vital part of IT. Having our backups on unsupported hardware could lead to data loss.

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. Our current contract with Veritas expires in March 2026. Due to the hardware investment in 2024, we will continue to use Veritas as our backup solution until the appliances go end of life.
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. Renew and keep county data backed up and secure. 2. Do nothing and risk data loss.

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: Insight Public Sector Inc.	Vendor#: 10809	Dept: Information Technology	Division:
Attn: Bob Erwin	Email: berwin@insight.com	Attn: Sarah Godzicki	Email: ITAP@dupagecounty.gov
Address: 6820 Harl Ave	City: Tempe	Address: 421 N. County Farm Road	City: Wheaton
State: AZ	Zip: 85283-4318	State: IL	Zip: 60187
Phone: 800-467-4448	Fax:	Phone: 630-407-5037	Fax: 630-407-5001
Send Payments To:		*Ship to:*	
Vendor: SAME AS ABOVE	Vendor#:	Dept: Information Technology	Division:
Attn:	Email:	Attn: Joe Hamlin	Email: Joe.Hamlin@dupagecounty.gov
Address:	City:	Address: 421 N. County Farm Road	City: Wheaton
State:	Zip:	State: IL	Zip: 60187
Phone:	Fax:	Phone: 630-407-5000	Fax: 630-407-5001
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): 03/18/2026	Contract End Date (PO25): 03/17/2029

Purchase Requisition Line Details

LN	Qty	UOM	Item Detail (Product #)	Description	FY	Company	AU	Acct Code	Sub-Accts/ Activity Code	Unit Price	Extension
1	1	EA	Veritas backup	Veritas Backup Licensing - Year 1	FY26	1000	1110	53807		120,185.83	120,185.83
2	1	EA	Hardware maintenance	Veritas Backup Licensing - Year 1	FY26	1000	1110	53806		8,343.67	8,343.67
3	1	EA	Veritas Backup	Veritas Backup Licensing - Year 2	FY27	1000	1110	53807		120,185.83	120,185.83
4	1	EA	Hardware maintenance	Veritas Backup Licensing - Year 2	FY27	1000	1110	53806		8,343.67	8,343.67
5	1	EA	Veritas Backup	Veritas Backup Licensing - Year 3	FY28	1000	1110	53807		120,185.83	120,185.83
6	1	EA	Hardware maintenance	Veritas Backup Licensing - Year 3	FY28	1000	1110	53806		8,343.67	8,343.67

FY is required, ensure the correct FY is selected.

Requisition Total $ 385,588.50

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. Please send PO to Sarah Godzicki & Joe Hamlin and copy both when emailing PO to vendor. Please make First Invoice Allowed Date 02/24/2026.
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.

INSIGHT PUBLIC SECTOR, INC.
2701 E INSIGHT WAY
CHANDLER AZ 85286-1930
Tel: 800-467-4448

Account name: 10002733

DUPAGE COUNTY
421 N COUNTY FARM RD
WHEATON IL 60187-3978

SHIP-TO

DUPAGE COUNTY
421 N COUNTY FARM RD
WHEATON IL 60187-3978

Quotation

Quotation Number	:	0229117253
Document Date	:	17-JAN-2026
PO Number	:	
PO Release	:	
Sales Rep	:	Bob Erwin
Email	:	BOB.ERWIN@INSIGHT.COM
Phone	:	+14803667058
Sales Rep 2	:	Michael Bodopol
Email	:	MICHAEL.BODOPOL@INSIGHT.COM
Phone	:	

We deliver according to the following terms:

Payment Terms	:	Net 90 days
Ship Via	:	Insight Assigned Carrier/Ground
Terms of Delivery	:	FOB DESTINATION
Currency	:	USD

This is an 3 Year commitment. Pricing reflects a commitment to the full term and quantities listed. Orders for items in this quote confirm acceptance of these terms and the payment schedule. Purchase Orders are required to reference Insight Quote # 229117253 for processing. If orders are placed annually, they should be submitted at least 15 days before the renewal date. Once accepted, orders are not cancellable, and the full multi-year commitment will apply. These terms will govern the items quoted, notwithstanding any conflicting terms in other agreements between Customer and Insight.

Year 1 - $128,529.50 To be billed at time of purchase
Year 2 - $128,529.50 To be billed at anniversary
Year 3 - $128,529.50 To be billed at anniversary

Material	Material Description	Quantity	Unit Price	Extended Price
SVCNBUFLEXSWV5260	Cohesity NetBackup Flex 5260 - Subscription license - 1 TB Coverage Dates: 18-MAR-2026 - 17-MAR-2027 OMNIA PARTNERS (COBB COUNTY) IT PRODUCTS AND SERVICES(# 23-6692-03) List Price: 105.99 Discount: 15.181% Year 1 Start Date: 03/18/2026 End Date: 03/17/2027	140	89.90	12,586.00
SVCNBUFLEXSWV5260	Cohesity NetBackup Flex 5260 - Subscription license - 1 TB Coverage Dates: 18-MAR-2026 - 17-MAR-2027 OMNIA PARTNERS (COBB COUNTY) IT PRODUCTS AND SERVICES(# 23-6692-03) List Price: 105.99 Discount: 15.181% Year 1 Start Date: 03/18/2026 End Date: 03/17/2027	206	89.90	18,519.40
CS4HV5260140TB4X25	Cohesity Premium Support with 4-hour Parts Delivery and HDD Non-Return - extended service agreement - 1 year - shipment OMNIA PARTNERS (COBB COUNTY) IT PRODUCTS AND SERVICES(# 23-6692-03) List Price: 5116.99 Discount: 24.673% Year 1 Start Date: 03/18/2026 End Date: 03/17/2027	1	3,854.48	3,854.48
CS4HV5260206TB4X25	Cohesity Premium Support with 4-hour Parts Delivery - Extended service agreement - parts - 1 year - shipment - response time: 4 h - for P/N: V5260-206TB-4X25G-6X32G OMNIA PARTNERS (COBB COUNTY) IT PRODUCTS AND SERVICES(# 23-6692-03)	1	4,489.19	4,489.19

Material	Material Description	Quantity	Unit Price	Extended Price
	List Price: 5958.99 Discount: 24.665% Year 1 Start Date: 03/18/2026 End Date: 03/17/2027			
SVC-NBU-ENT	Cohesity NetBackup Enterprise XPLAT - On-premise standard subscription license - 1 front end TB Coverage Dates: 21-MAR-2026 - 20-MAR-2027 OMNIA PARTNERS (COBB COUNTY) IT PRODUCTS AND SERVICES(# 23-6692-03) List Price: 532.99 Discount: 14.938% Year 1 Start Date: 03/18/2026 End Date: 03/17/2027	70	453.37	31,735.90
SVC-NBU-ENT	Cohesity NetBackup Enterprise XPLAT - On-premise standard subscription license - 1 front end TB Coverage Dates: 22-MAR-2026 - 21-MAR-2027 OMNIA PARTNERS (COBB COUNTY) IT PRODUCTS AND SERVICES(# 23-6692-03) List Price: 532.99 Discount: 14.938% Year 1 Start Date: 03/18/2026 End Date: 03/17/2027	17	453.37	7,707.29
SAASFORTKNOXNBUAR	Cohesity FortKnox for NetBackup Archive Tier 1 - Subscription license - 1 Terabyte OMNIA PARTNERS (COBB COUNTY) IT PRODUCTS AND SERVICES(# 23-6692-03) List Price: 76.99 Discount: 14.314% Year 1 Start Date: 03/18/2026 End Date: 03/17/2027	150	65.97	9,895.50
SAASASPENTM365STE1	Cohesity Alta SaaS Protection Enterprise for Microsoft 365 Suite - Standard subscription license (annual) - 1 user Coverage Dates: 22-MAR-2026 - 21-MAR-2027 OMNIA PARTNERS (COBB COUNTY) IT PRODUCTS AND SERVICES(# 23-6692-03) List Price: 23.99 Discount: 15.048% Year 1 Start Date: 03/18/2026 End Date: 03/17/2027	1,700	20.38	34,646.00
SAASASPENTADDLSTO	Cohesity Alta SaaS Protection Enterprise - Standard subscription license (annual) - 5 front end TB Coverage Dates: 22-MAR-2026 - 21-MAR-2027 OMNIA PARTNERS (COBB COUNTY) IT PRODUCTS AND SERVICES(# 23-6692-03) List Price: 997.99 Discount: 14.900% Year 1 Start Date: 03/18/2026 End Date: 03/17/2027	6	849.29	5,095.74

Material	Material Description	Quantity	Unit Price	Extended Price
SVCNBUFLEXSWV5260	Cohesity NetBackup Flex 5260 - Subscription license - 1 TB Coverage Dates: 18-MAR-2027 - 17-MAR-2028 OMNIA PARTNERS (COBB COUNTY) IT PRODUCTS AND SERVICES(# 23-6692-03) List Price: 105.99 Discount: 15.181% Year 2 Start Date: 03/18/2027 End Date: 03/17/2028	140	89.90	12,586.00
SVCNBUFLEXSWV5260	Cohesity NetBackup Flex 5260 - Subscription license - 1 TB Coverage Dates: 18-MAR-2027 - 17-MAR-2028 OMNIA PARTNERS (COBB COUNTY) IT PRODUCTS AND SERVICES(# 23-6692-03) List Price: 105.99 Discount: 15.181% Year 2 Start Date: 03/18/2027 End Date: 03/17/2028	206	89.90	18,519.40
CS4HV5260140TB4X25	Cohesity Premium Support with 4-hour Parts Delivery and HDD Non-Return - extended service agreement - 1 year - shipment OMNIA PARTNERS (COBB COUNTY) IT PRODUCTS AND SERVICES(# 23-6692-03) List Price: 5116.99 Discount: 24.673% Year 2 Start Date: 03/18/2027 End Date: 03/17/2028	1	3,854.48	3,854.48
CS4HV5260206TB4X25	Cohesity Premium Support with 4-hour Parts Delivery - Extended service agreement - parts - 1 year - shipment - response time: 4 h - for P/N: V5260-206TB-4X25G-6X32G OMNIA PARTNERS (COBB COUNTY) IT PRODUCTS AND SERVICES(# 23-6692-03) List Price: 5958.99 Discount: 24.665% Year 2 Start Date: 03/18/2027 End Date: 03/17/2028	1	4,489.19	4,489.19
SVC-NBU-ENT	Cohesity NetBackup Enterprise XPLAT - On-premise standard subscription license - 1 front end TB Coverage Dates: 21-MAR-2027 - 20-MAR-2028 OMNIA PARTNERS (COBB COUNTY) IT PRODUCTS AND SERVICES(# 23-6692-03) List Price: 532.99 Discount: 14.938% Year 2 Start Date: 03/18/2027 End Date: 03/17/2028	70	453.37	31,735.90
SVC-NBU-ENT	Cohesity NetBackup Enterprise XPLAT - On-premise standard subscription license - 1 front end TB Coverage Dates: 22-MAR-2027 - 21-MAR-2028 OMNIA PARTNERS (COBB COUNTY) IT PRODUCTS AND SERVICES(# 23-6692-03) List Price: 532.99	17	453.37	7,707.29

Material	Material Description	Quantity	Unit Price	Extended Price
	Discount: 14.938% Year 2 Start Date: 03/18/2027 End Date: 03/17/2028			
SAASFORTKNOXNBUAR	Cohesity FortKnox for NetBackup Archive Tier 1 - Subscription license - 1 Terabyte OMNIA PARTNERS (COBB COUNTY) IT PRODUCTS AND SERVICES(# 23-6692-03) List Price: 76.99 Discount: 14.314% Year 2 Start Date: 03/18/2027 End Date: 03/17/2028	150	65.97	9,895.50
SAASASPENTM365STE1	Cohesity Alta SaaS Protection Enterprise for Microsoft 365 Suite - Standard subscription license (annual) - 1 user Coverage Dates: 22-MAR-2027 - 21-MAR-2028 OMNIA PARTNERS (COBB COUNTY) IT PRODUCTS AND SERVICES(# 23-6692-03) List Price: 23.99 Discount: 15.048% Year 2 Start Date: 03/18/2027 End Date: 03/17/2028	1,700	20.38	34,646.00
SAASASPENTADDLSTO	Cohesity Alta SaaS Protection Enterprise - Standard subscription license (annual) - 5 front end TB Coverage Dates: 22-MAR-2027 - 21-MAR-2028 OMNIA PARTNERS (COBB COUNTY) IT PRODUCTS AND SERVICES(# 23-6692-03) List Price: 997.99 Discount: 14.900% Year 2 Start Date: 03/18/2027 End Date: 03/17/2028	6	849.29	5,095.74
SVCNBUFLEXSWV5260	Cohesity NetBackup Flex 5260 - Subscription license - 1 TB Coverage Dates: 18-MAR-2028 - 21-MAR-2029 OMNIA PARTNERS (COBB COUNTY) IT PRODUCTS AND SERVICES(# 23-6692-03) List Price: 105.99 Discount: 15.181% Year 3 Start Date: 03/18/2028 End Date: 03/17/2029	140	89.90	12,586.00
SVCNBUFLEXSWV5260	Cohesity NetBackup Flex 5260 - Subscription license - 1 TB Coverage Dates: 18-MAR-2028 - 21-MAR-2029 OMNIA PARTNERS (COBB COUNTY) IT PRODUCTS AND SERVICES(# 23-6692-03) List Price: 105.99 Discount: 15.181% Year 3 Start Date: 03/18/2028 End Date: 03/17/2029	206	89.90	18,519.40
CS4HV5260140TB4X25	Cohesity Premium Support with 4-hour Parts Delivery and HDD Non-Return - extended service agreement - 1 year - shipment	1	3,854.48	3,854.48

Material	Material Description	Quantity	Unit Price	Extended Price
	OMNIA PARTNERS (COBB COUNTY) IT PRODUCTS AND SERVICES(# 23-6692-03) List Price: 5116.99 Discount: 24.673% Year 3 Start Date: 03/18/2028 End Date: 03/17/2029			
CS4HV5260206TB4X25	Cohesity Premium Support with 4-hour Parts Delivery - Extended service agreement - parts - 1 year - shipment - response time: 4 h - for P/N: V5260-206TB-4X25G-6X32G OMNIA PARTNERS (COBB COUNTY) IT PRODUCTS AND SERVICES(# 23-6692-03) List Price: 5958.99 Discount: 24.665% Year 3 Start Date: 03/18/2028 End Date: 03/17/2029	1	4,489.19	4,489.19
SVC-NBU-ENT	Cohesity NetBackup Enterprise XPLAT - On-premise standard subscription license - 1 front end TB Coverage Dates: 21-MAR-2028 - 21-MAR-2029 OMNIA PARTNERS (COBB COUNTY) IT PRODUCTS AND SERVICES(# 23-6692-03) List Price: 532.99 Discount: 14.938% Year 3 Start Date: 03/18/2028 End Date: 03/17/2029	70	453.37	31,735.90
SVC-NBU-ENT	Cohesity NetBackup Enterprise XPLAT - On-premise standard subscription license - 1 front end TB Coverage Dates: 22-MAR-2028 - 21-MAR-2029 OMNIA PARTNERS (COBB COUNTY) IT PRODUCTS AND SERVICES(# 23-6692-03) List Price: 532.99 Discount: 14.938% Year 3 Start Date: 03/18/2028 End Date: 03/17/2029	17	453.37	7,707.29
SAASFORTKNOXNBUAR	Cohesity FortKnox for NetBackup Archive Tier 1 - Subscription license - 1 Terabyte OMNIA PARTNERS (COBB COUNTY) IT PRODUCTS AND SERVICES(# 23-6692-03) List Price: 76.99 Discount: 14.314% Year 3 Start Date: 03/18/2028 End Date: 03/17/2029	150	65.97	9,895.50
SAASASPENTM365STE1	Cohesity Alta SaaS Protection Enterprise for Microsoft 365 Suite - Standard subscription license (annual) - 1 user Coverage Dates: 22-MAR-2028 - 21-MAR-2029 OMNIA PARTNERS (COBB COUNTY) IT PRODUCTS AND SERVICES(# 23-6692-03) List Price: 23.99 Discount: 15.048% Year 3 Start Date: 03/18/2028	1,700	20.38	34,646.00

Material	Material Description	Quantity	Unit Price	Extended Price
	End Date: 03/17/2029			
SAASASPENTADDLSTO	Cohesity Alta SaaS Protection Enterprise - Standard subscription license (annual) - 5 front end TB Coverage Dates: 22-MAR-2028 - 21-MAR-2029 OMNIA PARTNERS (COBB COUNTY) IT PRODUCTS AND SERVICES(# 23-6692-03) List Price: 997.99 Discount: 14.900% Year 3 Start Date: 03/18/2028 End Date: 03/17/2029	6	849.29	5,095.74

Product Subtotal	360,557.49
Services Subtotal	25,031.01
TAX	0.00
Total	385,588.50

Thank you for choosing Insight. Please contact us with any questions or for additional information about Insight's complete IT solution offering.

Sincerely,

Bob Erwin
+14803667058
BOB.ERWIN@INSIGHT.COM

Michael Bodopol

MICHAEL.BODOPOL@INSIGHT.COM

To purchase under this contract, your agency must be registered with OMNIA Partners Public Sector.

Insight Global Finance has a wide variety of flexible financing options and technology refresh solutions. Contact your Insight representative for an innovative approach to maximizing your technology and developing a strategy to manage your financial options.

This purchase is subject to Insight’s online Terms of Sale unless you are purchasing under an Insight Public Sector, Inc. contract vehicle, in which case, that agreement will govern.

SOFTWARE AND CLOUD SERVICES PURCHASES: If your purchase contains any software or cloud computing offerings (“Software and Cloud Offerings”), each offering will be subject to the applicable supplier's end user license and use terms ("Supplier Terms") made available by the supplier or which can be found at the “terms-and-policies” link below. By ordering, paying for, receiving or using Software and Cloud Offerings, you agree to be bound by and accept the Supplier Terms unless you and the applicable supplier have a separate agreement which governs.

Insight’s online Terms of Sale can be found at the “terms-and-policies” link below.

https://www.insight.com/terms-and-policies

Cobb County

Contract # 23-6692-03

for

Technology Product Solutions and Related Services

with

Insight Public Sector

Effective: May 1, 2023

The following documents comprise the executed contract between the Cobb County, and Insight Pubic Sector effective May 1, 2023:

I. Executed Master Agreement
II. Supplier’s Response to the RFP, incorporated by reference

Reference No. 21070

Reference Number	
Reference Depart.	**Purchasing Department**

Master Agreement

Owner: Cobb County Board of Commissioners
100 Cherokee Street
Marietta, GA 30090

Contractor: Insight Public Sector, Inc.
2701 E. Insight Way
Chandler, AZ 85286

Description: **TECHNOLOGY PRODUCT SOLUTIONS AND RELATED SERVICES:** The undersigned parties understand and agree to comply with and be bound by the entire contents of **Sealed Bid #23-6692** ("the RFP") and the Contractor's Proposal submitted October 13, 2022, which is incorporated herein by reference.

OMNIA PARTNERS, PUBLIC SECTOR: Supplier agrees to extend Goods and/or Services to public agencies (state and local governmental entities, public and private primary, secondary and higher education entities, non-profit entities, and agencies for the public benefit) ("Public Agencies") registered with OMNIA Partners, Public Sector ("Participating Public Agencies") under the terms of this agreement ("Master Agreement").

Governing Law: This Agreement shall be governed by the laws of the State of Georgia. As to any dispute hereunder, venue shall be in the Superior Court of Cobb County, Georgia.

Term: This Agreement shall begin on May 1, 2023, the Effective Date, for a period of thirty-six months, and shall automatically terminate and renew for two (2) additional twelve (12) month periods and shall terminate absolutely on April 30, 2028, unless earlier terminated as provided herein. Pursuant to O.C.G.A. § 36-60-13, this Agreement shall terminate absolutely and without further obligation on the part of the County at the close of the calendar year in which it was executed and at the close of each succeeding calendar for which it may be renewed. The Parties reserve the right to renew, amend or extend the Agreement for additional terms. Either party may terminate this Agreement for convenience and/or due to lack of funding at the end of each annual term.

Price: Prices for services and equipment, if applicable, as stated in the Contractor's proposal

Billing: For purchases made by Cobb Count y Government, all original invoices shall be submitted directly to the Cobb County Finance Department. Invoices shall bill only for items received during the period covered by the invoice and shall clearly identify such items in accordance with invoicing guidelines in the Sealed Bid Proposal. For purchases made by participating public agencies, the Contractor shall comply with each agency' s invoicing and billing requirements outlined on the applicable order.

{SIGNATURES ON NEXT PAGE}

IN WITNESS, WHEREOF, this Agreement has been executed by Owner and accepted by Contractor to be effective as of the date first above written.

Cobb County... Expect the Best!

Cobb County Board of Commissioners
100 Cherokee Street
Marietta, GA 30090

Signature on File

Lisa N. Cupid, Chairwoman
Cobb County Board of Commissioners

5/5/23
Date

APPROVED
PER MINUTES OF
COBB COUNTY
BOARD OF COMMISSIONERS
3/14/23

Insight Public Sector, Inc.
2701 E. Insight Way
Chandler, AZ 85286

Signature on File

Authorized Signature

PRESIDENT
Title

4/4/2023
Date

FEDERAL TAX ID NUMBER

36-3949000

Approved as to form

Signature on File

County Attorney's Office

April 25, 2023
Date

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:	Insight Public Sector, Inc.
CONTACT PERSON:	Kyle George
CONTACT EMAIL:	kyle.george@insight.com

Section II: Procurement Ordinance Requirements

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

Has the Bidder made contributions as described above?

- ☐ Yes
- ☒ No

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

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

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

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

- ❑ Yes
- ☒ No

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

NAME	PHONE	EMAIL

Section III: Violations

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

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

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

Ethics | DuPage Co, IL

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

ARTICLE VI. - PROCUREMENT | Code of Ordinances | DuPage County, IL | Municode Library

Section IV: Certification

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

Printed Name: Erica Falchetti Signature: **Signature on File**

Title: Director, Public Sector Date: 1/26/2026

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

File #: 26-0703 **Agenda Date:** 2/17/2026 **Agenda #:** 20.A.

DT-R-0115A-25

AMENDMENT TO RESOLUTION DT-R-0015-25
ISSUED TO COMPASS MINERALS AMERICA, INC.
TO FURNISH AND DELIVER BULK ROCK SALT
AS NEEDED FOR THE DIVISION OF TRANSPORTATION
(INCREASE CONTRACT $212,370.00, +30.0%)

WHEREAS, the DuPage County Board heretofore adopted Resolution DT-R-0015-25 on June 24, 2025; and

WHEREAS, a contract was awarded by County Board Resolution DT-R-0015-25 to Compass Minerals America, Inc., to furnish and deliver bulk rock salt, as needed for the Division of Transportation, for the period June 24, 2025 through May 31, 2026; and

WHEREAS, an increase is necessary because this winter's extended period of cold temperatures and higher-than-normal storm frequency have driven salt usage beyond typical seasonal patterns; therefore, expanding the contract ensures we maintain safe road conditions.

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

NOW, THEREFORE, BE IT RESOLVED that Resolution DT-R-0015-25 is hereby amended to increase the funds in the amount of $212,370.00, +30%; and

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

Enacted and approved this 24th day of February, 2026 at Wheaton, Illinois.

_____

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____

JEAN KACZMAREK, COUNTY CLERK

SPECIAL PURCHASE REQUISITION, DU PAGE COUNTY, ILLINOIS

WHEATON, ILLINOIS 60187

7781-1-SERV
PURCHASE ORDER NO.

02/10/2026
DATE

REQUISITIONING AGENCY
DuPage County Division of Transportation
NAME
421 N. County Farm Road
ADDRESS
Wheaton, IL 60187
CITY, STATE, ZIP

SHIP TO ADDRESS
Same
NAME

ADDRESS

CITY, STATE, ZIP

DT-R-0015-25
RESOLUTION NUMBER

FUND	AGENCY	VENDOR NUMBER	EXPIRATION DATE	LAST INVOICE DATE	FOB
		20877	5/31/2026	11/30/2026	Wheaton, IL

ORGANIZATION	ACTIVITY	OBJECT	QUANTITY	UNIT OF PURCHASE	ITEM CODE	DESCRIPTION COMMODITY / CONTRACT	UNIT PRICE	EXTENSION
FY25-1500-3510-52270						Bulk Rock Salt De-Icer		7,900.00
FY26-1500-3510-52270						Section 25-0SALT-02-MS		700,000.00
						Ammending Resolution		
FY26-1500-3510-52270						Increase Line 30%		212,370.00
							TOTAL	$920,270.00

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

COMMITTEE APPROVAL	DATE
Transportation	02/17/26
County Board	02/24/26

Signature on file

FORM PR770 REV. 1193

SUPPORTING DATA FOR
AMENDMENT TO RESOLUTION DT-R-0015-25
TO COMPASS MINERALS AMERICA INC.
2025 BULK ROCK SALT
SECTION 25-0SALT-02-MS
(TO INCREASE CONTRACT BY: $212,370.00; +30.00%)

NAME	BID AMOUNT
Compass Minerals America Inc.	$707,900.00
Morton Salt, Inc.	$734,000.00

Current Contract Amount:	$707,900.00
Increase this Resolution:	$212,370.00
Percent of Change:	+30.00%
Increase to Date:	$212,370.00
Percent of Change:	+30.00%

Reason for Change:

Bulk Rock Salt **$212,370.00**

Increase is necessary because this winter's extended period of cold temperatures and higher-than-normal storm frequency have driven salt usage beyond typical seasonal patterns. Expanding the contract ensures we maintain safe road conditions.

Net Addition:	$ 212,370.00
New Contract Total Amount:	$ 920,270.00

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

File #: DT-P-0010-26 **Agenda Date:** 2/17/2026 **Agenda #:** 20.B.

AWARDING RESOLUTION
ISSUED TO PETERBILT ILLINOIS
D/B/A JX TRUCK CENTER, ELMHURST
TO FURNISH AND DELIVER
CUMMINS ENGINE REPAIR AND REPLACEMENT PARTS
FOR THE DIVISION OF TRANSPORTATION
(CONTRACT TOTAL NOT TO EXCEED $50,000.00)

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

WHEREAS, the lowest responsible bidder has been designated and the Transportation Committee recommends County Board approval for the issuance of a contract to Peterbilt Illinois, d/b/a JX Truck Center, Elmhurst, to furnish and deliver Cummins engine repair and replacement parts for the Division of Transportation.

NOW, THEREFORE, BE IT RESOLVED that said contract to furnish and deliver Cummins engine repair and replacement parts for the Division of Transportation, is hereby approved for issuance to Peterbilt Illinois, d/b/a JX Truck Center, Elmhurst, 216 West Diversey Ave, Elmhurst, Illinois 60126, for a contract total not to exceed $50,000.00, per lowest responsible bid 24-010-DOT.

Enacted and approved this 24th day of February, 2026 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#: 26-0590	RFP, BID, QUOTE OR RENEWAL #: #24-010-DOT	INITIAL TERM WITH RENEWALS: 1 YR + 3 X 1 YR TERM PERIODS	INITIAL TERM TOTAL COST: $60,000.00
COMMITTEE: TRANSPORTATION	TARGET COMMITTEE DATE: 02/17/2026	PROMPT FOR RENEWAL: 3 MONTHS	CONTRACT TOTAL COST WITH ALL RENEWALS: $240,000.00
	CURRENT TERM TOTAL COST: $50,000.00	MAX LENGTH WITH ALL RENEWALS: FOUR YEARS	CURRENT TERM PERIOD: SECOND RENEWAL
Vendor Information		*Department Information*	
VENDOR: Peterbilt Illinois d/b/a JX Truck Center - Elmhurst	VENDOR #: 24920	DEPT: Division of Transportation	DEPT CONTACT NAME: Roula Eikosidekas
VENDOR CONTACT: Bernie Pastirik	VENDOR CONTACT PHONE: 630-516-3560	DEPT CONTACT PHONE #: 630-407-6920	DEPT CONTACT EMAIL: roula.eikosidekas@dupagecounty.gov
VENDOR CONTACT EMAIL: bpastirik@jxe.com	VENDOR WEBSITE:	DEPT REQ #: 26-1500-21	

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 JX Truck Center of Elmhurst, to furnish and deliver Cummins Engine repair and replacement parts, for the DOT Fleet on an as-needed basis, for the period of April 1, 2026 through March 31, 2027, for a contract total not to exceed $50,000.00; per renewal option under bid award #24-010-DOT, second of three options to renew.

JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished

To provide Cummins Engine repair and replacement parts required for the repair and maintenance of County owned and operated vehicles and equipment.

SECTION 2: DECISION MEMO REQUIREMENTS

DECISION MEMO NOT REQUIRED RENEWAL	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.

SECTION 3: DECISION MEMO

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

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

SECTION 5: Purchase Requisition Information			
Send Purchase Order To:		*Send Invoices To:*	
Vendor: JX Truck Center - Elmhurst	Vendor#: 24920	Dept: Division of Transportation	Division: Accounts Payable
Attn: Bernie Pastirik	Email: bpastirik@jxe.com	Attn: Kathy Curcio	Email: DOTFinance@dupagecounty.gov
Address: 216 West Diversey Ave.	City: Elmhurst	Address: 421 N. County Farm Road	City: Wheaton
State: IL	Zip: 60126	State: IL	Zip: 60187
Phone: 630-516-3560	Fax:	Phone: 630-407-6900	Fax:
Send Payments To:		*Ship to:*	
Vendor: JX Enterprise Inc.	Vendor#: 24920	Dept: Division of Transportation	Division: Fleet Department
Attn:	Email:	Attn: William Bell	Email: william.bell@dupagecounty.gov
Address: PO Box 713113	City: Chicago	Address: 180 N. County Farm Road	City: Wheaton
State: IL	Zip: 60677-0313	State: IL	Zip: 60187
Phone:	Fax:	Phone: 630-407-6931	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Apr 1, 2026	Contract End Date (PO25): Mar 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	EA		Cummins Engine repair and replacement parts	FY26	1500	3520	52250		40,000.00	40,000.00
2	1	EA		Cummins Engine repair and replacement parts	FY27	1500	3520	52250		10,000.00	10,000.00
FY is required, ensure the correct FY is selected.										Requisition Total	$ 50,000.00

Comments	
HEADER COMMENTS	Provide comments for P020 and P025. To furnish and deliver Cummins Engine repair and replacement parts for the DOT Fleet.
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO. Email Approved PO to: Bernie Pastirik, Drew Blane (dblane@jxe.com), William Bell, Roula Eikosidekas and Mike Figuray.
INTERNAL NOTES	Provide comments for department internal use (not for P020 and P025). Comments will not appear on PO. see above.
APPROVALS	Department Head signature approval for procurements under $15,000. Procurement Officer Approval for ETSB.

SECTION 6 - BID FORM PRICING

Any value shown is estimated only and is provided for bid canvassing purposes. Orders will be placed on an as-needed basis with quantities specified at the time orders are placed. Contractor will provide either a Firm mark-up or discount to manufacture list prices. All parts pricing shall be FOB (freight pre-paid) and delivered to 180 N. County Farm Road, Wheaton, IL 60187.

In the Percentage From Suggested List Price field, include (+) or (-) with the amount. Example: +5% or -5%.

DESCRIPTION	VALUE OF PARTS	PERCENTAGE (+ or -) FROM SUGGESTED LIST PRICE	TOTAL NET COST WITH DISCOUNT OR MARK-UP
Manufacturer's Cost Price List	**$50,000**	**-28%**	**$36000**

SECTION 7 - BID FORM SIGNATURE PAGE

The Contractor agrees to provide the service, and/or supplies as described in this solicitation and subject, without limitation, to all specifications, terms, and conditions herein contained. Bidder shall acknowledge receipt of each addendum issued in the space provided on the bid form.

Signature on file Regional Outside Sales Manager

(Signature and Title)

CORPORATE SEAL (If available)

BID MUST BE SIGNED AND NOTARIZED (WITH SEAL) FOR CONSIDERATION

Subscribed and sworn to before me this day of AD, 20

My Commission Expires:
(Notary Public)

SEAL

(PLEASE TYPE OR PRINT THE FOLLOWING INFORMATION)

Full Name of Bidder	JX Truck Center Elmhurst		
Main Business Address	216 W Diversey Ave.		
City, State, Zip Code	Elmhurst, IL 60126		
Telephone Number	630-516-3560	Email Address	pstearns@jxe.com
Bid Contact Person	Patrick Stearns		

The undersigned certifies that he is:

☐ the Owner/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) Richard Yezzi

(Secretary or Partner) (Treasurer or Partner) Mark Muskevitsch

Further, the undersigned declares that the only person or parties interested in this bid as principals are those named herein; that this bid is made without collusion with any other person, firm or corporation; that he has fully examined the proposed forms of agreement and the contract specifications for the above designated purchase, all of which are on file in the office of the Procurement Officer, DuPage County, 421 North County Farm Road, Wheaton, Illinois 60187, and all other documents referred to or mentioned in the contract documents, specifications and attached exhibits, including

Addenda No. __, _____, ____, and ____ issued thereto.

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

Further, the undersigned certifies and warrants that he is 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 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 he has examined and carefully prepared this bid and has 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 he 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 he will take in full payment therefore the sums set forth in the bidding schedule (subject to unit quantity adjustments based upon actual usage).

CONTRACT ADMINISTRATION INFORMATION:

CORRESPONDENCE TO CONTRACTOR:		REMIT TO CONTRACTOR:	
NAME	JX Truck Center Elmhurst	NAME	JX Enterprises Inc.
CONTACT	Patrick Stearns	CONTACT	
ADDRESS	216 W Diversey Ave.	ADDRESS	BOX 713113
CITY ST ZIP	Elmhurst, IL 60126	CITY ST ZIP	Chicago, IL 60677-0313
TX	630-516-3560	TX	262-513-6450
FX		FX	
EMAIL	pstearns@jxe.com	EMAIL	

COUNTY BILL TO INFORMATION:	COUNTY SHIP TO INFORMATION:
DuPage County Division of Transportation Attn: Kathy Black 421 North County Farm Road Wheaton, IL 60187 TX : (630) 407-6892	DuPage County Division of Transportation Attn: William Bell 180 North County Farm Road Wheaton, IL 60187 TX: (630) 407-6927

ALL MATERIALS MUST BE BID AND SHIPPED F.O.B. DESTINATION, DELIVERED AND INSTALLED

(FREIGHT INCLUDED IN PRICE)

THE COUNTY OF DUPAGE
FINANCE - PROCUREMENT
CUMMINS ENGINE REPAIR & REPLACEMENT PARTS 24-010-DOT
BID TABULATION

✓

			Peterbilt Illinois d/b/a JX Truck Center - Elmhurst		Cummins Inc. d/b/a Cummins Sales and Service	
NO.	ITEM	VALUE OF PARTS	**% OF ADJUSTMENT (-, +)**	**EXTENDED PRICE**	% OF ADJUSTMENT (-, +)	EXTENDED PRICE
1	Manufacturer's Cost Price List	$50,000.00	**(-28%)**	**$36,000.00**	(-13%)	$43,500.00
			GRAND TOTAL	**$36,000.00**		$43,500.00

NOTES

Bid Opening 02/20/2024 @ 2:30 PM	DW, BR
Invitations Sent	56
Total Vendors Requesting Documents	2
Total Bid Responses	2

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

CONTRACT RENEWAL AGREEMENT

This contract, made and entered into by The County of DuPage, 421 North County Farm Road, Wheaton, Illinois, 60187, hereinafter called the "COUNTY" and Peterbilt Illinois dba JX Truck Enter - Elmhurst located at 216 West Diversey Avenue, Elmhurst, IL 60126 hereinafter called the "CONTRACTOR", witnesseth;

The COUNTY and the CONTRACTOR have previously entered into a Contract, pursuant to Bid #24-010-DOT which became effective on 4/1/2024 and which will expire 3/31/2026. The contract is subject to the second of three options to renew for a twelve (12) month period.

The contract renewal shall be effective on the date of last signature and shall terminate on 3/31/2027.

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

THE COUNTY OF DUPAGE	CONTRACTOR
	Signature on file
SIGNATURE	SIGNATURE
Sara Rogers	BERNARD J. PASTIRIK
PRINTED NAME	PRINTED NAME
Buyer I	OPERATIONS SALES MANAGER
PRINTED TITLE	PRINTED TITLE
	1/20/2026
DATE	DATE

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:	24-010-DOT
COMPANY NAME:	JX Truck Center
CONTACT PERSON:	Bernie Pastirik
CONTACT EMAIL:	bpastirik@jxe.com

Section II: Procurement Ordinance Requirements

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

Has the Bidder made contributions as described above?

- ☐ Yes
- ☒ No

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

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

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

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

- ☐ Yes
- ☒ No

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

NAME	PHONE	EMAIL

Section III: Violations

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

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

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

Ethics | DuPage Co, IL

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

ARTICLE VI. - PROCUREMENT | Code of Ordinances | DuPage County, IL | Municode Library

Section IV: Certification

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

Printed Name: BERNARD J. PASTRIK Signatur Signature on file

Title: OPERATIONS SALES MANAGER Date: 1/20/2026

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

File #: DT-P-0011-26 **Agenda Date:** 2/17/2026 **Agenda #:** 20.C.

AWARDING RESOLUTION
ISSUED TO AL WARREN OIL COMPANY, INC.
TO FURNISH AND DELIVER GASOLINE AND DIESEL FUEL
AS NEEDED FOR THE DIVISION OF TRANSPORTATION
AND PUBLIC WORKS (CONTRACT TOTAL NOT TO EXCEED $1,750,000.00)

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

WHEREAS, the lowest responsible bidder has been designated and the Transportation and Public Works Committees recommend County Board approval for the issuance of a contract purchase order to Al Warren Oil Company, Inc., to furnish and deliver gasoline and diesel fuel, as needed for the Division of Transportation and Public Works, for the period of April 1, 2026 through March 31, 2027.

NOW, THEREFORE, BE IT RESOLVED that said contract to furnish and deliver gasoline and diesel fuel, as needed for the Division of Transportation and Public Works, for the period of April 1, 2026 through March 31, 2027, and is hereby approved for issuance of a contract purchase order to Al Warren Oil Company, Inc., 1646 Summer Street, Hammond, IN 46320, for a contract total not to exceed $1,750,000.00, third renewal per renewal option under bid # 23-011-DOT, (Division of Transportation $1,000,000.00, Public Works $750,000.00).

Enacted and approved this 24th day of February, 2026 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#: 26-0591	RFP, BID, QUOTE OR RENEWAL #: #23-011-DOT	INITIAL TERM WITH RENEWALS: 1 YR + 3 X 1 YR TERM PERIODS	INITIAL TERM TOTAL COST: $1,750,000.00
COMMITTEE: TRANSPORTATION	TARGET COMMITTEE DATE: 02/17/2026	PROMPT FOR RENEWAL: 3 MONTHS	CONTRACT TOTAL COST WITH ALL RENEWALS: $7,000,000.00
	CURRENT TERM TOTAL COST: $1,750,000.00	MAX LENGTH WITH ALL RENEWALS: FOUR YEARS	CURRENT TERM PERIOD: THIRD RENEWAL
Vendor Information		*Department Information*	
VENDOR: Al Warren Oil Co Inc.	VENDOR #: 41480	DEPT: Division of Transportation	DEPT CONTACT NAME: Roula Eikosidekas
VENDOR CONTACT: Arnie Berg	VENDOR CONTACT PHONE: 630-484-4368	DEPT CONTACT PHONE #: 630-407-6920	DEPT CONTACT EMAIL: roula.eikosidekas@dupagecounty.gov
VENDOR CONTACT EMAIL: aberg@alwarrenoil.com	VENDOR WEBSITE:	DEPT REQ #: 26-1500-22	

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 Al Warren Oil Co Inc., to furnish and deliver gasoline and diesel fuel, as needed for the Division of Transportation and Department of Public Works, for the period of April 1, 2026 through March 31, 2027, for a combined contract total not to exceed $1,750,000.00 (Division of Transportation $1,000,000.00 / Public Works $750,000.00); per renewal option under bid award #23-011-DOT, third and final renewal.

JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished

To provide gasoline and diesel fuel for the DuPage County owned and operated vehicles and equipment.

SECTION 2: DECISION MEMO REQUIREMENTS

DECISION MEMO NOT REQUIRED RENEWAL	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.

SECTION 3: DECISION MEMO

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

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

SECTION 5: Purchase Requisition Information			
Send Purchase Order To:		*Send Invoices To:*	
Vendor: Al Warren Oil Co Inc.	Vendor#: 41480	Dept: Division of Transportation	Division: Accounts Payable
Attn: Arnie Berg	Email: aberg@alwarrenoil.com	Attn: Kathy Curcio	Email: DOTFinance@dupagecounty.gov
Address: 1646 Summer St.	City: Hammond	Address: 421 N. County Farm Road	City: Wheaton
State: IN	Zip: 46320	State: IL	Zip: 60187
Phone: 630-484-4368	Fax:	Phone: 630-407-6900	Fax:
Send Payments To:		*Ship to:*	
Vendor: Al Warren Oil Co Inc.	Vendor#: 41480	Dept: Division of Transportation	Division: Fleet Department
Attn:	Email:	Attn: William Bell	Email: william.bell@dupagecounty.gov
Address: PO Box 2279	City: Hammond	Address: 180 N. County Farm Road	City: Wheaton
State: IN	Zip: 46323	State: IL	Zip: 60187
Phone:	Fax:	Phone: 630-407-6931	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Apr 1, 2026	Contract End Date (PO25): Mar 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	EA		DOT - Gasoline & Diesel Fuel	FY26	1500	3520	52260		500,000.00	500,000.00
2	1	EA		DOT - Gasoline & Diesel Fuel	FY27	1500	3520	52260		500,000.00	500,000.00
3	1	EA		PW - Gasoline & Diesel Fuel	FY26	2000	2665	52260		375,000.00	375,000.00
4	1	EA		PW - Gasoline & Diesel Fuel	FY27	2000	2665	52260		375,000.00	375,000.00
FY is required, ensure the correct FY is selected.										Requisition Total	$ 1,750,000.00

Comments	
HEADER COMMENTS	Provide comments for P020 and P025. To furnish and deliver Gasoline and Diesel Fuel for the Division of Transportation in the amount of $1,000,000.00 and Public Works in the amount of $750,000.00 for a combined contract total not to exceed $1,750,000.00.
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO. Email Approved PO's to: Arnie Berg, Drew Cormican, William Bell, Roula Eikosidekas and Mike Figuray.
INTERNAL NOTES	Provide comments for department internal use (not for P020 and P025). Comments will not appear on PO. see above.
APPROVALS	Department Head signature approval for procurements under $15,000. Procurement Officer Approval for ETSB.

THE COUNTY OF DUPAGE
FINANCE - PROCUREMENT
GASOLINE AND DIESEL FUEL 23-011-DOT
BID TABULATION

✓

				AL WARREN OIL CO.			Petroleum Traders Corporation			Offen Petroleum		
NO.	ITEM	UOM	QTY	**MARK-UP (+) OR DISCOUNT (-) cents/gal**	**PRICE**	**EXTENDED PRICE**	MARK-UP (+) OR DISCOUNT (-) cents/gal	PRICE	EXTENDED PRICE	MARK-UP (+) OR DISCOUNT (-) cents/gal	PRICE	EXTENDED PRICE
1	Gasoline - 87 Octane	GAL	819457	**0.0450**	**$ 2.3905**	**$ 1,958,911.96**	0.0595	$ 2.4050	$ 1,970,794.09	0.0699	$ 2.4154	$ 1,979,316.44
2	Gasoline - 89 Octane*	GAL	558000	**-0.0165**	**$ 2.5805**	**$ 1,439,919.00**	0.0295	$ 2.6265	$ 1,465,587.00	0.0699	$ 2.6669	$ 1,488,130.20
3	Ultra-Low Sulfur Diesel #1**	GAL	16458	**0.2000**	**$ 3.9407**	**$ 64,856.04**	0.0521	$ 3.7928	$ 62,421.90	0.0625	$ 3.8032	$ 62,593.07
4	Ultra-Low Sulfur Diesel #2**	GAL	337500	**0.0450**	**$ 3.0180**	**$ 1,018,575.00**	0.0521	$ 3.0251	$ 1,020,971.25	0.0625	$ 3.0355	$ 1,024,481.25
5	Ultra-Low Sulfur Diesel #2+ Winter Additive	GAL	97500	**0.0450**	**$ 3.0606**	**$ 298,408.50**	0.0721	$ 3.0451	$ 296,897.25	0.0900	$ 3.1056	$ 302,796.00
6	Ultra-Low Sulfur Diesel Blended	GAL	61000	**0.0450**	**$ 3.1715**	**$ 193,461.50**	0.0521	$ 3.1019	$ 189,215.90	0.0625	$ 3.0355	$ 185,165.50
7	Biodiesel - B2	GAL	88600	**0.0450**	**$ 3.0305**	**$ 268,502.30**	0.0521	$ 3.0376	$ 269,131.36	0.0625	$ 3.0480	$ 270,052.80
8	Biodiesel - B5	GAL	165462	**0.0450**	**$ 3.0381**	**$ 502,690.10**	0.0521	$ 3.0452	$ 503,864.88	0.0625	$ 3.0556	$ 505,585.69
9	Biodiesel - B11	GAL	15000	**0.0450**	**$ 3.0381**	**$ 45,571.50**	0.0521	$ 3.0402	$ 45,603.00		NO BID	
10	Biodiesel - B20	GAL	60000	**0.0450**	**$ 3.0431**	**$ 182,586.00**	0.0521	$ 3.0502	$ 183,012.00	0.0625	$ 3.0606	$ 183,636.00
11	Off-Road Diesel with Winter Additive	GAL	100000	**0.1000**	**$ 3.1206**	**$ 312,060.00**	0.0721	$ 3.0501	$ 305,010.00	0.0900	$ 3.1205	$ 312,050.00
12	Off-Road Diesel	GAL	26473	**0.1000**	**$ 3.0780**	**$ 81,483.89**	0.0521	$ 3.0301	$ 80,215.84	0.0625	$ 3.0930	$ 81,880.99
13	Biocide Additive	GAL		**0.0500**			0.0400				NO BID	
					GRAND TOTAL	**$ 6,367,025.80**			$ 6,392,724.47			$ 6,395,687.93

NOTES
1) Price is reflective of OPIS LOW Chicago Rack Base Published price list for January 14, 2023.
2) Offen Petroleum a) provided a price of $3.1056/gal on line 5. When extended pricing was adjusted from $306,769.00 to $306,796.00 and b) Grand Total adjusted to $6,395,687.93.

Bid Opening 2/28/2023 @ 2:30 PM	VC, NE
Invitations Sent	11
Total Vendors Requesting Documents	3
Total Bid Responses	5

Campbell Transport LLC.			Pilot Travel Centers LLC dba Saratoga Rack Marketing LLC		
MARK-UP (+) OR DISCOUNT (-) cents/gal	PRICE	EXTENDED PRICE	MARK-UP (+) OR DISCOUNT (-) cents/gal	PRICE	EXTENDED PRICE
0.0757	$ 2.4212	$ 1,984,086.91	0.0119	$ 2.3574	$ 1,931,787.93
0.0757	$ 2.6727	$ 1,491,378.60		NO BID	
0.0757	$ 3.8164	$ 62,810.67		NO BID	
0.0757	$ 3.0487	$ 1,028,943.51		NO BID	
0.0757	$ 3.0913	$ 301,403.85		NO BID	
0.0757	$ 3.2023	$ 195,337.95		NO BID	
0.0757	$ 3.0612	$ 271,224.22		NO BID	
0.0757	$ 3.0688	$ 507,773.34		NO BID	
0.0757	$ 3.0638	$ 45,957.32		NO BID	
0.0757	$ 3.0738	$ 184,429.29		NO BID	
0.0757	$ 3.0963	$ 309,632.15		NO BID	
0.0757	$ 3.0537	$ 80,841.17		NO BID	
1.5000				NO BID	
		$ 6,463,818.97			$ 1,931,787.93

SECTION 7 - BID FORM PRICING

Contractor shall provide price added to the OPIS LOW Chicago Rack Base Published price list for January 15, 2023.

Cetane requires a minimum rating of 45, price shall include any percent mark-up/discount.

NO.	ITEM	UOM	QTY	OPIS PRICE	MARK-UP (+) or DISCOUNT (-) %	UNIT PRICE	EXTENDED PRICE
1	Gasoline - 87 Octane	GAL	819,457	$2.2887	+.045 %	$2.3337	$1,912,366.80
2	Gasoline - 89 Octane*	GAL	558,000	$2.5167	(.0165) %	$2.5002	$1,395,111.60
3	Ultra-Low Sulfur Diesel #1**	GAL	16,458	$3.9798	+.2000 %	$4.1798	$68,791.15
4	Ultra-Low Sulfur Diesel #2**	GAL	337,500	$2.9585	+.0450 %	$3.0035	$1,013,681.25
5	Ultra-Low Sulfur Diesel #2+ Winter Additive	GAL	97,500	$3.0021	+.0450 %	$3.0471	$297,090.25
6	Ultra-Low Sulfur Diesel Blended 80/20	GAL	61,000	$3.1628	+.0450 %	$3.2078	$195,675.80
7	Biodiesel - B2	GAL	88,600	$2.9555	+.0450 %	$3.0005	$265,844.30
8	Biodiesel - B5	GAL	165,462	$2.9530	+.0450 %	$2.9980	$496,055.08
9	Biodiesel - B11	GAL	15,000	$2.9640	+.0450 %	$3.0090	$45,135.00
10	Biodiesel - B20	GAL	60,000	$2.9855	+.0450 %	$3.0305	$181,830
11	Off-Road Diesel with Winter Additive	GAL	100,000	$3.0154	+.1000 %	$3.1154	$311,540
12	Off-Road Diesel	GAL	26,473	$2.9635	+.1000 %	$3.0635	$81,100.04
13	Biocide Additive	GAL		$	+.0500 %	$	$

If a discount of OPIS Price, please note —

GRAND TOTAL $6,264,223.37

GRAND TOTAL (In words) Six Million two hundred sixty four thousand two hundred twenty three and 37/100 thirty seven cents

*89 Octane may be a blend of 87 Octane and 93 Octane gasoline.

**Blended Ultra-Low Sulfur Diesel shall be an option and shall be invoiced at the appropriate quantities of the blend requested. For example, a 10,000-gallon order of 80% Ultra-Low Sulfur Diesel #2 and 20% Ultra-Low Sulfur Diesel #1 shall be invoiced as 8,000-gallons of Ultra-Low Sulfur Diesel #2 and 2,000-gallons of Ultra-Low Sulfur Diesel #1.

SECTION 8 - BID FORM SIGNATURE PAGE

The Contractor agrees to provide the service, and/or supplies as described in this solicitation and subject, without limitation, to all specifications, terms, and conditions herein contained. Bidder shall acknowledge receipt of each addendum issued in the space provided on the bid form.

Signature on file CFO

CORPORATE SEAL
(If available)

BID MUST BE SIGNED AND NOTARIZED (WITH SEAL) FOR CONSIDERATION

Subscribed and sworn to before me this 23RD day of February AD, 20 23

Signature on file

My Commission Expires: 01/11/24

OFFICIAL SEAL
MICHELLE M. WEIR
Notary Public, State of Illinois
My Commission Expires 01/11/24

SECTION 9 - MANDATORY FORM
GASOLINE AND DIESEL FUEL 23-011-FM

(PLEASE TYPE OR PRINT THE FOLLOWING INFORMATION)

Full Name of Bidder	Al Warren Oil Co Inc.		
Main Business Address	1646 Summer St.		
City, State, Zip Code	Hammond IN 46320		
Telephone Number	630-484-4368	Email Address	aberg@alwarrenoil.com
Bid Contact Person	Arnie Berg		

The undersigned certifies that he is:

☐ the Owner/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:

Thomas A. Warren
(President or Partner)

Thomas A. Warren
(Vice-President or Partner)

Jerome A. Pinzon
Assistant (Secretary or Partner)

Thomas A. Warren
(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 therein prescribed.

Further, the undersigned certifies and warrants that he is 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 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 he has examined and carefully prepared this bid and has 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 he 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 he will take in full payment therefore the sums set forth in the bidding schedule (subject to unit quantity adjustments based upon actual usage).

CONTRACT ADMINISTRATION INFORMATION:

CORRESPONDENCE TO CONTRACTOR:		REMIT TO CONTRACTOR:	
NAME	Al Warren Oil Co Inc.	NAME	Al Warren Oil Co Inc.
CONTACT	Arnie Berg	CONTACT	AWOC Billing@alwarrenoil.com
ADDRESS	1646 Summer St.	ADDRESS	P.O. Box 2279
CITY ST ZIP	Hammond IN 46320	CITY ST ZIP	Hammond IN 46323
TX	630-484-4368	TX	219-228-5060
FX	630-971-8301	FX	219-852-6010
EMAIL	aberg@alwarrenoil.com	EMAIL	awocbilling@alwarrenoil.com
COUNTY BILL TO INFORMATION:		COUNTY SHIP TO INFORMATION:	
Various Locations		Various Locations	

ALL MATERIALS MUST BE BID AND SHIPPED F.O.B. DELIVERED (FREIGHT INCLUDED IN PRICE)

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

CONTRACT RENEWAL AGREEMENT

This contract, made and entered into by The County of DuPage, 421 North County Farm Road, Wheaton, Illinois, 60187, hereinafter called the "COUNTY" and Al Warren Oil Co. Inc., located at 1646 Summer St., Hammond, IN 46320, hereinafter called the "CONTRACTOR", witnesseth;

The COUNTY and the CONTRACTOR have previously entered into a Contract, pursuant to Bid #23-011-DOT which became effective on 4/1/2025 and which will expire 3/31/2026. The contract is subject to the third and final option to renew for a twelve (12) month period.

The contract renewal shall be effective on the date of last signature and shall terminate on 3/31/2027.

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

THE COUNTY OF DUPAGE	CONTRACTOR
	Signature on file
SIGNATURE	S
Henry Kocker	Arnie Berg
PRINTED NAME	PRINTED NAME
Buyer I	Business Development Mang.
PRINTED TITLE	PRINTED TITLE
	1/12/26
DATE	DATE

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:	**23-011-DOT**
COMPANY NAME:	Al Warren Oil Co Inc.
CONTACT PERSON:	Arnie Berg
CONTACT EMAIL:	aberg@alwarrenoil.com

Section II: Procurement Ordinance Requirements

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

Has the Bidder made contributions as described above?

- ☐ Yes
- ☒ No

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

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

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

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

- ☐ Yes
- ☒ No

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

NAME	PHONE	EMAIL

Section III: Violations

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

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

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

Ethics | DuPage Co, IL

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

ARTICLE VI. - PROCUREMENT | Code of Ordinances | DuPage County, IL | Municode Library

Section IV: Certification

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

Printed Name: Anne Berg Signature: Signature on file

Title: Business Development Manager Date: 1/12/26

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

File #: DT-P-0012-26 **Agenda Date:** 2/17/2026 **Agenda #:** 20.D.

AWARDING RESOLUTION
ISSUED TO EARTHWERKS LAND IMPROVEMENT
AND DEVELOPMENT CORPORATION
CONTRACT AMOUNT ($1,071,646.40)

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

WHEREAS, the lowest responsible bidder has been designated, and the Transportation Committee recommends County Board approval for the issuance of a contract purchase order to Earthwerks Land Improvement for the DuDOT East Campus Site Improvements, for the period of February 24, 2026 through May 31, 2027.

NOW, THEREFORE, BE IT RESOLVED that said contract for the DuDOT East Campus Site Improvements, for the Division of Transportation, is hereby approved for issuance of a contract to Earthwerks Land Improvement, 2111 Ogden Ave, Lisle, Illinois 60532 for the total contract amount not to exceed $1,071,646.40 per lowest responsible FGMA bid # 26-4226.01 with a requested 10% contingency of $97,224.00.

Enacted and approved this 24th day of February, 2026 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#: 26-0679	RFP, BID, QUOTE OR RENEWAL #: FGMA 25-4226.01	INITIAL TERM WITH RENEWALS:	INITIAL TERM TOTAL COST: $1,071,646.40
COMMITTEE: TRANSPORTATION	TARGET COMMITTEE DATE: 02/17/2026	PROMPT FOR RENEWAL:	CONTRACT TOTAL COST WITH ALL RENEWALS: $1,071,646.40
	CURRENT TERM TOTAL COST: $1,071,646.40	MAX LENGTH WITH ALL RENEWALS:	CURRENT TERM PERIOD: INITIAL TERM
Vendor Information		*Department Information*	
VENDOR: Earthwerks Land Improvement & Development Corporation	VENDOR #: 11452	DEPT: Division of Transportation	DEPT CONTACT NAME: Stephen Travia
VENDOR CONTACT: Dan Davies	VENDOR CONTACT PHONE:	DEPT CONTACT PHONE #: 6900	DEPT CONTACT EMAIL: stephen.travia@dupagecounty.gov
VENDOR CONTACT EMAIL: ldavies@earthwerksinc.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.).
The relocation of Municipal sanitary line, underground utility conduits and routes, mass grading and establishment of new turf area, and landscaping, for the DuDOT East Campus Site Improvements located at 523 N. County Farm Road. Section Number 25-00179-36-MG, DOT has requested a contigency of 10%, = $97,422.40.

JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished
Lowest responsible bid to provide Sanitary Sewer Relocation and related grading and landscape restoration

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			
Send Purchase Order To:		*Send Invoices To:*	
Vendor: Do not send PO to Vendor	Vendor#:	Dept: Division of Transporation	Division: Finance
Attn:	Email:	Attn: DOTFinance	Email: DOTFinance@dupagecounty.gov
Address:	City:	Address: 421 N. County Farm Road	City: Wheaton
State:	Zip:	State: IL	Zip: 60187
Phone:	Fax:	Phone:	Fax:
Send Payments To:		*Ship to:*	
Vendor: Earthwerks Land Improvement & Development Corporation	Vendor#: 11452	Dept:	Division:
Attn:	Email:	Attn:	Email:
Address: 2111 Ogden Ave	City: Lisle	Address:	City:
State: IL	Zip: 60532	State:	Zip:
Phone:	Fax:	Phone:	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Feb 24, 2026	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	EA		DOT-523N Sanitary Line Relocate	FY26	1500	3500	54070	DOTHWYM NTC_BLDG	1,071,646.40	1,071,646.40

FY is required, ensure the correct FY is selected. Requisition Total $ 1,071,646.40

Comments	
HEADER COMMENTS	Provide comments for P020 and P025. The relocation of Municipal sanitary line, underground utility conduits and routes, mass grading and establishment of new turf area, and landscaping, for the DuDOT East Campus Site Improvements located at 523 N. County Farm Road. Section Number 25-00179-36-MG
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. Send copy of PO via email to DOTFinance@dupagecounty.gov and Joan.McAvoy@dupagecounty.gov
APPROVALS	Department Head signature approval for procurements under $15,000. Procurement Officer Approval for ETSB.

THE COUNTY OF DUPAGE
FINANCE - PROCUREMENT
DuDOT EAST CAMPUS SITE IMPROVEMENTS 25-4226.01
BID TABULATION

✓

				Earthwerks Land Improvement	John Keno and Company, Inc.	Martam Construction, Inc.
NO.	ITEM	UOM	QTY	**PRICE**	PRICE	PRICE
1	DuDOT East Campus Site Improvements	LS	1	**$ 974,224.00**	$ 1,605,000.00	$ 1,838,380.60

NOTES
1. DOT has requested a contingency of 10%, $974,224.00 = $97,422.40 (contingency) = $1,071,646.40 contract request.

Bid Opening 1/27/26 @ 2:30 PM	SR,VC
Invitations Sent	29
Total Vendors Requesting Documents	6
Total Bid Responses	3

SECTION 004100 BID FORM

TO: DuPAGE COUNTY DIVISION OF TRANSPORTATION
421 N. County Farm Road
Wheaton, Illinois 60187

FROM:
EARTHWERKS Land Improvement &
Development Corporation
2111 Odgen Ave Lisle IL 60532

Operating as (strike out conditions that do not apply) (an ~~Individual,~~) (a Corporation, organized and existing under the law of the State of IL,) (a ~~Partnership~~,) (a ~~Joint Venture consisting of the firm~~ of:)

BASE BID PROPOSAL:

In response to your invitation to submit a proposal for the execution of all work described by the Drawings dated January 6, 2026 titled: DuDOT East Campus Site Improvements – located at 523 North County Farm Road; Wheaton, Illinois 60187, and Specifications dated: January 6, 2026 titled: DuDOT East Campus Site Improvements, and having examined the sites where the work is to be executed; and having become familiar with local conditions as they might in any way affect the cost and/or execution of the work; and having carefully examined the aforesaid drawings, specifications and other related documents and addenda thereto, the undersigned Bidder hereby proposes and agrees to provide all labor, materials, plant, equipment, transportation, and other facilities as necessary and/or required for the complete and satisfactory execution of the work for which this proposal is submitted, for the lump-sum consideration as stated hereinafter:
Bidders must show bid amount in both words and figures. In case of discrepancy, amount shown in words shall govern.

BASE PROPOSAL:
Base Bid: Bidder agrees to perform all work described and shown on the drawings for the sum of:

* Base Bid Nine hundred and seventy four thousand Dollars 974,224.00
two hundred and twenty four dollars + 00/100 * (in figures)

EARTHWERKS LAND IMPROVEMENT & DEVELOPMENT CORPORATION CORPORATE SEAL ILLINOIS

VOLUNTARY ALTERNATES (not mandatory/ not required):
Owner is interested in any potential savings to ensure that this project meets budget. Any potential savings can be considered. On the following, please provide any voluntary alternates that you propose. If necessary, attached paperwork explaining proposed alternate.

Voluntary Alternate Description	Cost Savings
n/a	

UNIT PRICES
UNIT PRICE NO 1:
Removal of unsatisfactory soil excavation and disposal off-site and replacement with satisfactory fill material or engineered fill from off-site:

Ninety dollars +00/100 ——— Dollars ($ 90.00)/cu.yd.
(in writing)

ALLOWANCES:
The following allowances are to be included in the Base Bid Proposal:
Allowance No. 1 Contingency Allowance 10% of the Bid

* Allowance No 1 is not to be included in base bid by Contractor, or anywhere else in their submitted bid. This allowance will be added to the Contract amount on award by the County, and will be used by the Owner on the project. This is only being included for informational purposes.

ADDENDA ACKNOWLEDGEMENT:
The undersigned acknowledges receipt of the following addenda:

(List by number and date appearing on each addenda. If all addenda are not acknowledged, the bid will be considered irregular).

ADDENDUM No.	Date
1	1/22/26

The undersigned agrees to complete all work required by the contract as follows:

Out to Bid	January 6, 2026

PreBid Mtg & Walk Through	January 13, 2026, 2:00pm
Questions Due By	January 19, 2026, 4:00pm
Last Addendum Issued	January 21,2026, 4:00pm
Bids Due Electronically	January 27, 2026, 2:00pm
Bids Opening	January 27, 2026, 2:30pm
Anticipated County Board Approval	March 3, 2026
Anticipated Notice of Intent	March 4, 2026
Commence On Site Work on (no sooner than):	April 1, 2026
Substantial Completion (no later than):	June 1, 2026
Final Completion:	June 5, 2026

BID SECURITY:
Bid Security (10%) is attached, without endorsement, in the sum of

BID BOND ——— Dollars 10%

GENERAL STATEMENT:

A. The undersigned has checked all of the figures contained in this proposal and further understands that the Owner will not be responsible for any errors or omissions made therein by the undersigned

B. The undersigned agrees to assist and cooperate with the Owner in preparing the formal Contract, and shall execute same and return it to the Owner along with surety bonds and insurance certificates, as may be required by the specifications and other Contract Documents, within 10 days following its receipt.

C. The undersigned further agrees to begin work on said contract as soon as practicable after date of "Contract" or "Notice to Proceed," whichever is earlier; or, in any case the undersigned fails or neglects to appear within the specified time to execute the Contract, the undersigned will be considered as having abandoned it, and the Bid Security accompanying this proposal will be forfeited to Owner as liquidated damages for delay and loss caused to Owner by reason of such failure on the part of the undersigned.

D. It is understood that the right is reserved by Owner to reject any or all proposals, to waive all informalities and irregularities in connection therewith, and to award a contract for any part of the work or the project as a whole. It is agreed that this proposal may not be withdrawn for a period of 60 days after it has been opened, without permission to the Owner.

E. The undersigned declares that the person(s) signing this proposal is/are fully authorized to sign on behalf of the named firm and to fully bind the named firm to all the conditions and provisions thereof.



FGM Architects Inc.
1 Westbrook Corporate Center, Suite 1000
Westchester, Illinois 60154

630.574.8300 OFFICE

ILLINOIS PROFESSIONAL DESIGN
FIRM #184-000350
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PROJECT MANUAL

Project No: 25-4226.01

FOR:

DuDOT EAST CAMPUS SITE IMPROVEMENTS

OWNER:
DuPAGE COUNTY DIVISION OF TRANSPORTATION
421 N. COUNTY FARM RD.
WHEATON, ILLINOIS 60187

AT:
DuDOT HIGHWAY MAINTENANCE FACILITY
523 NORTH COUNTY FARM ROAD
WHEATON, ILLINOIS 60187

DOCUMENTS DATED: JANUARY 6, 2026
ISSUED FOR: BID & PERMIT

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NOT APPLICABLE

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NOT APPLICABLE

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NOT APPLICABLE

DIVISION 10 – SPECIALTIES
NOT APPLICABLE

DIVISION 11 – EQUIPMENT
NOT APPLICABLE

DIVISION 12 – FURNISHINGS
NOT APPLICABLE

DIVISION 13 - SPECIAL CONSTRUCTION
NOT APPLICABLE

DIVISION 14 - CONVEYING EQUIPMENT
NOT APPLICABLE

DIVISION 21 – FIRE SUPPRESSION
NOT APPLICABLE

DIVISION 22 - PLUMBING
NOT APPLICABLE

DIVISION 23 – HEATING, VENTILATING, AND AIR-CONDITIONING (HVAC)
NOT APPLICABLE

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REFER TO DRAWINGS

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NOT APPLICABLE

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REFER TO DRAWINGS

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REFER TO DRAWINGS

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NOT APPLICABLE

SECTION 000115 - LIST OF DRAWING SHEETS

1.1 LIST OF DRAWINGS

A. Drawings: Drawings consist of the Contract Drawings and other drawings listed on the Table of Contents page of the separately bound drawing set titled DuPage County Division of Transportation - DuDOT East Campus Site Improvements, dated January 6, 2026, as modified by subsequent Addenda and Contract modifications.

END OF DOCUMENT 000115

DOCUMENT 001113 - ADVERTISEMENT FOR BIDS

1.1 PROJECT INFORMATION

A. Notice to Bidders: Qualified bidders may submit bids for project as described in this Document. Submit bids according to the Instructions to Bidders.

B. Project Identification: DuPage County Division of Transportation – DuDOT East Campus Site Improvements.

1. Project Location: 523 North County Farm Road; Wheaton, Illinois 60187.

C. Owner: DuPage County Division of Transportation .

1. Owner's Representative: R.M. Chin & Associates; 500 West 18th Street, suite 200; Chicago, Illinois 60616.

2. Ryan Pavlik, Senior Project Manager

D. Architect: FGM Architects, Inc.; 1 Westbrook Corporate Center, suite 1000; Westchester, Illinois 60154

1. Jason Estes, AIA, Vice-President

1. Project Description: Project consists of relocation of Municipal sanitary line, under-ground utility conduits and routes, mass grading and establishment of new turf area, and landscaping,

2. Project cost range is anticipated to be between $1-$5million.

E. Construction Contract: Bids will be received for the following Work:

1. General Contract – Lump Sum (all trades).

1.2 BID SUBMITTAL AND OPENING

A. Owner will receive sealed lump sum bids until the bid time and date at the location given below. Owner will consider bids prepared in compliance with the Instructions to Bidders issued by Owner, and delivered as follows:

1. Bid Date: January 27, 2026.
2. Bid Time: 2:00 p.m., local time.

3. Bids are to be submitted electronically. No hard copy bids will be accepted. Bids are to be submitted to Sara Rogers at sara.rogers@dupagecounty.gov no later than date/time noted above.

4. Bid Opening:

a. Bid opening will occur January 27, 2026 at 2:30 p.m., local time.
b. Location: DuPage County Procurement Services Division; 421 N. County Farm Road; Finance Department- Jack T. Kneupfer Building; Wheaton, Illinois 60187.

B. No immediate decision will be rendered concerning the proposals submitted. After the bids have tabulated and studied, they will be presented to the Owner at its next regular meeting. If only one bid is received on the day of the bid opening, this bid will not be opened but instead will be presented to the Owner at its next regular meeting for consideration.

1.3 BID SECURITY

A. Bid security shall be submitted with each bid in the amount of 10% (ten percent) of the bid amount. No bids may be withdrawn for a period of **60** days after opening of bids. Owner reserves the right to reject any and all bids and to waive informalities and irregularities.

1.4 PREBID MEETING

A. Prebid Meetings: There will be a Prebid Meetings scheduled. It is highly recommended that prime contractors attend.

1. Highly Recommended Prebid meeting for all bidders will be held at 523 North County Farm Road; Wheaton, Illinois 60187 on January 13, 2026 at 2:00 p.m., local time.

B. Prebid Tour: Following the Prebid meeting there will be a tour of the project site or work area. Additional tours may not be scheduled. Site is only accessible during the prebid meetings for either prime contractors or sub-contractors. .

1.5 DOCUMENTS

A. Printed Procurement and Contracting Documents: Obtain after January 6, 2026, through the County online distribution site "Demandstar' or by contacting reprographic house listed below. Bidders are responsible for obtaining documents from either location. Cost for plans will be paid directly to the online service or printhouse for the sets requested.
1. Shipping: Additional shipping charges will apply.

B. Online Procurement and Contracting Documents: Obtain access after January 6, 2026, by visiting either location below:.

Demandstar: https://www.demandstar.com/app/agencies/illinois/dupage-county-procurement-services/procurement-opportunities/38dbb825-622c-4f21-ab64-73f030439d4c/

BHFX Digital Imaging
30W250 Butterfield Road Warrenville, IL 60555
phone: 630.393.0777
web: www.bhfxplanroom.com

C. Bidding Question Period: Questions may be submitted until January 19, 2026, 4:00pm. Any questions received after this time will not be responded to.
   1. All questions must be submitted electronically to FGM Architects, Attn Jason Estes – jasonestes@fgmarchitects.com .

D. Printed Procurement and Contracting Documents: Obtain after January 6, 2026, through the County online distribution site "Demandstar' or by contacting reprographic house listed below. Bidders are responsible for obtaining documents from either location. Cost for plans will be paid directly to the online service or printhouse for the sets requested.
   1. Shipping: Additional shipping charges will apply.

1.6 TIME OF COMPLETION AND LIQUIDATED DAMAGES

A. Successful bidder shall begin the Work on receipt of the Notice to Proceed and shall complete the Work within the Contract Time. Work is subject to liquidated damages.
   1. Contract Time:

Out to Bid	January 6, 2026
PreBid Mtg & Walk Through	January 13, 2026, 2:00pm
Questions Due By	January 19, 2026, 4:00pm
Last Addendum Issued	January 21,2026, 4:00pm
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Commence On Site Work on (no sooner than):	April 1, 2026
Substantial Completion (no later than):	June 1, 2026
Final Completion:	June 5, 2026

1.7 BIDDER'S QUALIFICATIONS

A. Qualification forms consist of AIA Document A305 "Contractor's Qualification Statement" which is available from AIA .
   1. Bidders shall either submit qualification documentation at the time of the bid or after opening (if they are a low bidder being reviewed within 48 hours).

B. Bidders must be properly licensed under the laws governing their respective trades and be able to obtain insurance and bonds required for the Work.

1.8 BID STIPULATIONS

A. Within ten (10) days after notification of award of contract, the successful Contractor shall furnish a Performance Bond, separate Labor and Material Payment Bond, and Insurance in a form acceptable to Owner. The Performance Bond shall be in the amount of 100 percent of the contract. The performance bond will become a part of the contract.

B. The failure of the successful bidder to enter into contract and supply the required bond and Certificates of Insurance within ten (10) days after the prescribed forms are presented for signature, or within such extended period as the Owner may grant, shall constitute a default.

C. The Owner reserves the right to accept or reject any or all bids, to waive any informalities and irregularities in any bid, or to make awards in the best interests of the Owner. The Owner also reserves the right to award a partial amount of the Work rather than the entire amount.

D. All bids submitted shall be valid for a period of at least sixty days from date of bid opening; the only alterations which will be allowed will be those approved by the Owner.

E. All contractors submitting bids must be in compliance with the Prevailing Wage Act as enacted by the State of Illinois.

F. As part of their bid, all contractors are required to sign, notarize and return the contractor certificates included with this bid packet.

G. All contractors submitting bids must provide its Apprenticeship or Training Program Certification and United States Department of Labor's Certification for the type(s) of work or craft involved in the project as enacted by DuPage County Ordinance .

H. All contractors submitting bids must complete DuPage County's Required Vendor Ethics Disclosure Statement.

END OF DOCUMENT 001113

DOCUMENT 002113 - INSTRUCTIONS TO BIDDERS

PART 1 - GENERAL

1.1 INSTRUCTIONS TO BIDDERS

A. AIA Document A701, "Instructions to Bidders"1997 Edition, is hereby incorporated into the Procurement and Contracting Requirements by reference.

1. A copy of AIA Document A701, "Instructions to Bidders," is bound in this Project Manual.

END OF DOCUMENT 002113

DRAFT

AIA® Document A701™ – 2018

Instructions to Bidders

for the following Project:
(Name, location, and detailed description)

« DuPage County Division of Transportation »
« DuDOT East Campus Site Improvements »
« 523 North County Farm Road
Wheaton, Illinois 60187»

THE OWNER:
(Name, legal status, address, and other information)

« DuPage County Division of Transportation »« »
« 421 N. County Farm Road »
« Wheaton, Illinois 60187 »
«»

THE ARCHITECT:
(Name, legal status, address, and other information)

« FGM Architects Inc. »« »
« 1 Westbrook Corporate Center, suite 1000 »
« Westchester, Illinois 60154 »
«»

TABLE OF ARTICLES

1 DEFINITIONS

2 BIDDER'S REPRESENTATIONS

3 BIDDING DOCUMENTS

4 BIDDING PROCEDURES

5 CONSIDERATION OF BIDS

6 POST-BID INFORMATION

7 PERFORMANCE BOND AND PAYMENT BOND

8 ENUMERATION OF THE PROPOSED CONTRACT DOCUMENTS

ADDITIONS AND DELETIONS:
The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

FEDERAL, STATE, AND LOCAL LAWS MAY IMPOSE REQUIREMENTS ON PUBLIC PROCUREMENT CONTRACTS. CONSULT LOCAL AUTHORITIES OR AN ATTORNEY TO VERIFY REQUIREMENTS APPLICABLE TO THIS PROCUREMENT BEFORE COMPLETING THIS FORM.

It is intended that AIA Document G612™–2017, Owner's Instructions to the Architect, Parts A and B will be completed prior to using this document.

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User Notes: (1179337082)

ARTICLE 1 DEFINITIONS

§ 1.1 Bidding Documents include the Bidding Requirements and the Proposed Contract Documents. The Bidding Requirements consist of the advertisement or invitation to bid, Instructions to Bidders, supplementary instructions to bidders, the bid form, and any other bidding forms. The Proposed Contract Documents consist of the unexecuted form of Agreement between the Owner and Contractor and that Agreement's Exhibits, Conditions of the Contract (General, Supplementary and other Conditions), Drawings, Specifications, all Addenda, and all other documents enumerated in Article 8 of these Instructions.

§ 1.2 Definitions set forth in the General Conditions of the Contract for Construction, or in other Proposed Contract Documents apply to the Bidding Documents.

§ 1.3 Addenda are written or graphic instruments issued by the Architect, which, by additions, deletions, clarifications, or corrections, modify or interpret the Bidding Documents.

§ 1.4 A Bid is a complete and properly executed proposal to do the Work for the sums stipulated therein, submitted in accordance with the Bidding Documents.

§ 1.5 The Base Bid is the sum stated in the Bid for which the Bidder offers to perform the Work described in the Bidding Documents, to which Work may be added or deleted by sums stated in Alternate Bids.

§ 1.6 An Alternate Bid (or Alternate) is an amount stated in the Bid to be added to or deducted from, or that does not change, the Base Bid if the corresponding change in the Work, as described in the Bidding Documents, is accepted.

§ 1.7 A Unit Price is an amount stated in the Bid as a price per unit of measurement for materials, equipment, or services, or a portion of the Work, as described in the Bidding Documents.

§ 1.8 A Bidder is a person or entity who submits a Bid and who meets the requirements set forth in the Bidding Documents.

§ 1.9 A Sub-bidder is a person or entity who submits a bid to a Bidder for materials, equipment, or labor for a portion of the Work.

ARTICLE 2 BIDDER'S REPRESENTATIONS

§ 2.1 By submitting a Bid, the Bidder represents that:

- **.1** the Bidder has read and understands the Bidding Documents;
- **.2** the Bidder understands how the Bidding Documents relate to other portions of the Project, if any, being bid concurrently or presently under construction;
- **.3** the Bid complies with the Bidding Documents;
- **.4** the Bidder has visited the site, become familiar with local conditions under which the Work is to be performed, and has correlated the Bidder's observations with the requirements of the Proposed Contract Documents;
- **.5** the Bid is based upon the materials, equipment, and systems required by the Bidding Documents without exception; and
- **.6** the Bidder has read and understands the provisions for liquidated damages, if any, set forth in the form of Agreement between the Owner and Contractor.

ARTICLE 3 BIDDING DOCUMENTS

§ 3.1 Distribution

§ 3.1.1 Bidders shall obtain complete Bidding Documents, as indicated below, from the issuing office designated in the advertisement or invitation to bid, for the deposit sum, if any, stated therein.
(Indicate how, such as by email, website, host site/platform, paper copy, or other method Bidders shall obtain Bidding Documents.)

« »

§ 3.1.2 Any required deposit shall be refunded to Bidders who submit a bona fide Bid and return the paper Bidding Documents in good condition within ten days after receipt of Bids. The cost to replace missing or damaged paper

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User Notes: (1179337082)

documents will be deducted from the deposit. A Bidder receiving a Contract award may retain the paper Bidding Documents, and the Bidder's deposit will be refunded.

§ 3.1.3 Bidding Documents will not be issued directly to Sub-bidders unless specifically offered in the advertisement or invitation to bid, or in supplementary instructions to bidders.

§ 3.1.4 Bidders shall use complete Bidding Documents in preparing Bids. Neither the Owner nor Architect assumes responsibility for errors or misinterpretations resulting from the use of incomplete Bidding Documents.

§ 3.1.5 The Bidding Documents will be available for the sole purpose of obtaining Bids on the Work. No license or grant of use is conferred by distribution of the Bidding Documents.

§ 3.2 Modification or Interpretation of Bidding Documents

§ 3.2.1 The Bidder shall carefully study the Bidding Documents, shall examine the site and local conditions, and shall notify the Architect of errors, inconsistencies, or ambiguities discovered and request clarification or interpretation pursuant to Section 3.2.2.

§ 3.2.2 Requests for clarification or interpretation of the Bidding Documents shall be submitted by the Bidder in writing and shall be received by the Architect at least seven days prior to the date for receipt of Bids.
(Indicate how, such as by email, website, host site/platform, paper copy, or other method Bidders shall submit requests for clarification and interpretation.)

« »

§ 3.2.3 Modifications and interpretations of the Bidding Documents shall be made by Addendum. Modifications and interpretations of the Bidding Documents made in any other manner shall not be binding, and Bidders shall not rely upon them.

§ 3.3 Substitutions

§ 3.3.1 The materials, products, and equipment described in the Bidding Documents establish a standard of required function, dimension, appearance, and quality to be met by any proposed substitution.

§ 3.3.2 Substitution Process

§ 3.3.2.1 Written requests for substitutions shall be received by the Architect at least ten days prior to the date for receipt of Bids. Requests shall be submitted in the same manner as that established for submitting clarifications and interpretations in Section 3.2.2.

§ 3.3.2.2 Bidders shall submit substitution requests on a Substitution Request Form if one is provided in the Bidding Documents.

§ 3.3.2.3 If a Substitution Request Form is not provided, requests shall include (1) the name of the material or equipment specified in the Bidding Documents; (2) the reason for the requested substitution; (3) a complete description of the proposed substitution including the name of the material or equipment proposed as the substitute, performance and test data, and relevant drawings; and (4) any other information necessary for an evaluation. The request shall include a statement setting forth changes in other materials, equipment, or other portions of the Work, including changes in the work of other contracts or the impact on any Project Certifications (such as LEED), that will result from incorporation of the proposed substitution.

§ 3.3.3 The burden of proof of the merit of the proposed substitution is upon the proposer. The Architect's decision of approval or disapproval of a proposed substitution shall be final.

§ 3.3.4 If the Architect approves a proposed substitution prior to receipt of Bids, such approval shall be set forth in an Addendum. Approvals made in any other manner shall not be binding, and Bidders shall not rely upon them.

§ 3.3.5 No substitutions will be considered after the Contract award unless specifically provided for in the Contract Documents.

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User Notes: (1179337082)

§ 3.4 Addenda

§ 3.4.1 Addenda will be transmitted to Bidders known by the issuing office to have received complete Bidding Documents.

(Indicate how, such as by email, website, host site/platform, paper copy, or other method Addenda will be transmitted.)

« »

§ 3.4.2 Addenda will be available where Bidding Documents are on file.

§ 3.4.3 Addenda will be issued no later than four days prior to the date for receipt of Bids, except an Addendum withdrawing the request for Bids or one which includes postponement of the date for receipt of Bids.

§ 3.4.4 Prior to submitting a Bid, each Bidder shall ascertain that the Bidder has received all Addenda issued, and the Bidder shall acknowledge their receipt in the Bid.

ARTICLE 4 BIDDING PROCEDURES

§ 4.1 Preparation of Bids

§ 4.1.1 Bids shall be submitted on the forms included with or identified in the Bidding Documents.

§ 4.1.2 All blanks on the bid form shall be legibly executed. Paper bid forms shall be executed in a non-erasable medium.

§ 4.1.3 Sums shall be expressed in both words and numbers, unless noted otherwise on the bid form. In case of discrepancy, the amount entered in words shall govern.

§ 4.1.4 Edits to entries made on paper bid forms must be initialed by the signer of the Bid.

§ 4.1.5 All requested Alternates shall be bid. If no change in the Base Bid is required, enter "No Change" or as required by the bid form.

§ 4.1.6 Where two or more Bids for designated portions of the Work have been requested, the Bidder may, without forfeiture of the bid security, state the Bidder's refusal to accept award of less than the combination of Bids stipulated by the Bidder. The Bidder shall neither make additional stipulations on the bid form nor qualify the Bid in any other manner.

§ 4.1.7 Each copy of the Bid shall state the legal name and legal status of the Bidder. As part of the documentation submitted with the Bid, the Bidder shall provide evidence of its legal authority to perform the Work in the jurisdiction where the Project is located. Each copy of the Bid shall be signed by the person or persons legally authorized to bind the Bidder to a contract. A Bid by a corporation shall further name the state of incorporation and have the corporate seal affixed. A Bid submitted by an agent shall have a current power of attorney attached, certifying the agent's authority to bind the Bidder.

§ 4.1.8 A Bidder shall incur all costs associated with the preparation of its Bid.

§ 4.2 Bid Security

§ 4.2.1 Each Bid shall be accompanied by the following bid security:

(Insert the form and amount of bid security.)

« »

§ 4.2.2 The Bidder pledges to enter into a Contract with the Owner on the terms stated in the Bid and shall, if required, furnish bonds covering the faithful performance of the Contract and payment of all obligations arising thereunder. Should the Bidder refuse to enter into such Contract or fail to furnish such bonds if required, the amount of the bid security shall be forfeited to the Owner as liquidated damages, not as a penalty. In the event the Owner fails to comply with Section 6.2, the amount of the bid security shall not be forfeited to the Owner.

§ 4.2.3 If a surety bond is required as bid security, it shall be written on AIA Document A310™, Bid Bond, unless otherwise provided in the Bidding Documents. The attorney-in-fact who executes the bond on behalf of the surety shall

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affix to the bond a certified and current copy of an acceptable power of attorney. The Bidder shall provide surety bonds from a company or companies lawfully authorized to issue surety bonds in the jurisdiction where the Project is located.

§ 4.2.4 The Owner will have the right to retain the bid security of Bidders to whom an award is being considered until (a) the Contract has been executed and bonds, if required, have been furnished; (b) the specified time has elapsed so that Bids may be withdrawn; or (c) all Bids have been rejected. However, if no Contract has been awarded or a Bidder has not been notified of the acceptance of its Bid, a Bidder may, beginning« »days after the opening of Bids, withdraw its Bid and request the return of its bid security.

§ 4.3 Submission of Bids

§ 4.3.1 A Bidder shall submit its Bid as indicated below:
(Indicate how, such as by website, host site/platform, paper copy, or other method Bidders shall submit their Bid.)

« »

§ 4.3.2 Paper copies of the Bid, the bid security, and any other documents required to be submitted with the Bid shall be enclosed in a sealed opaque envelope. The envelope shall be addressed to the party receiving the Bids and shall be identified with the Project name, the Bidder's name and address, and, if applicable, the designated portion of the Work for which the Bid is submitted. If the Bid is sent by mail, the sealed envelope shall be enclosed in a separate mailing envelope with the notation "SEALED BID ENCLOSED" on the face thereof.

§ 4.3.3 Bids shall be submitted by the date and time and at the place indicated in the invitation to bid. Bids submitted after the date and time for receipt of Bids, or at an incorrect place, will not be accepted.

§ 4.3.4 The Bidder shall assume full responsibility for timely delivery at the location designated for receipt of Bids.

§ 4.3.5 A Bid submitted by any method other than as provided in this Section 4.3 will not be accepted.

§ 4.4 Modification or Withdrawal of Bid

§ 4.4.1 Prior to the date and time designated for receipt of Bids, a Bidder may submit a new Bid to replace a Bid previously submitted, or withdraw its Bid entirely, by notice to the party designated to receive the Bids. Such notice shall be received and duly recorded by the receiving party on or before the date and time set for receipt of Bids. The receiving party shall verify that replaced or withdrawn Bids are removed from the other submitted Bids and not considered. Notice of submission of a replacement Bid or withdrawal of a Bid shall be worded so as not to reveal the amount of the original Bid.

§ 4.4.2 Withdrawn Bids may be resubmitted up to the date and time designated for the receipt of Bids in the same format as that established in Section 4.3, provided they fully conform with these Instructions to Bidders. Bid security shall be in an amount sufficient for the Bid as resubmitted.

§ 4.4.3 After the date and time designated for receipt of Bids, a Bidder who discovers that it made a clerical error in its Bid shall notify the Architect of such error within two days, or pursuant to a timeframe specified by the law of the jurisdiction where the Project is located, requesting withdrawal of its Bid. Upon providing evidence of such error to the reasonable satisfaction of the Architect, the Bid shall be withdrawn and not resubmitted. If a Bid is withdrawn pursuant to this Section 4.4.3, the bid security will be attended to as follows:
(State the terms and conditions, such as Bid rank, for returning or retaining the bid security.)

« »

ARTICLE 5 CONSIDERATION OF BIDS

§ 5.1 Opening of Bids

If stipulated in an advertisement or invitation to bid, or when otherwise required by law, Bids properly identified and received within the specified time limits will be publicly opened and read aloud. A summary of the Bids may be made available to Bidders.

§ 5.2 Rejection of Bids

Unless otherwise prohibited by law, the Owner shall have the right to reject any or all Bids.

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§ 5.3 Acceptance of Bid (Award)

§ 5.3.1 It is the intent of the Owner to award a Contract to the lowest responsive and responsible Bidder, provided the Bid has been submitted in accordance with the requirements of the Bidding Documents. Unless otherwise prohibited by law, the Owner shall have the right to waive informalities and irregularities in a Bid received and to accept the Bid which, in the Owner's judgment, is in the Owner's best interests.

§ 5.3.2 Unless otherwise prohibited by law, the Owner shall have the right to accept Alternates in any order or combination, unless otherwise specifically provided in the Bidding Documents, and to determine the lowest responsive and responsible Bidder on the basis of the sum of the Base Bid and Alternates accepted.

ARTICLE 6 POST-BID INFORMATION

§ 6.1 Contractor's Qualification Statement

Bidders to whom award of a Contract is under consideration shall submit to the Architect, upon request and within the timeframe specified by the Architect, a properly executed AIA Document A305™, Contractor's Qualification Statement, unless such a Statement has been previously required and submitted for this Bid.

§ 6.2 Owner's Financial Capability

A Bidder to whom award of a Contract is under consideration may request in writing, fourteen days prior to the expiration of the time for withdrawal of Bids, that the Owner furnish to the Bidder reasonable evidence that financial arrangements have been made to fulfill the Owner's obligations under the Contract. The Owner shall then furnish such reasonable evidence to the Bidder no later than seven days prior to the expiration of the time for withdrawal of Bids. Unless such reasonable evidence is furnished within the allotted time, the Bidder will not be required to execute the Agreement between the Owner and Contractor.

§ 6.3 Submittals

§ 6.3.1 After notification of selection for the award of the Contract, the Bidder shall, as soon as practicable or as stipulated in the Bidding Documents, submit in writing to the Owner through the Architect:

.1 a designation of the Work to be performed with the Bidder's own forces;

.2 names of the principal products and systems proposed for the Work and the manufacturers and suppliers of each; and

.3 names of persons or entities (including those who are to furnish materials or equipment fabricated to a special design) proposed for the principal portions of the Work.

§ 6.3.2 The Bidder will be required to establish to the satisfaction of the Architect and Owner the reliability and responsibility of the persons or entities proposed to furnish and perform the Work described in the Bidding Documents.

§ 6.3.3 Prior to the execution of the Contract, the Architect will notify the Bidder if either the Owner or Architect, after due investigation, has reasonable objection to a person or entity proposed by the Bidder. If the Owner or Architect has reasonable objection to a proposed person or entity, the Bidder may, at the Bidder's option, withdraw the Bid or submit an acceptable substitute person or entity. The Bidder may also submit any required adjustment in the Base Bid or Alternate Bid to account for the difference in cost occasioned by such substitution. The Owner may accept the adjusted bid price or disqualify the Bidder. In the event of either withdrawal or disqualification, bid security will not be forfeited.

§ 6.3.4 Persons and entities proposed by the Bidder and to whom the Owner and Architect have made no reasonable objection must be used on the Work for which they were proposed and shall not be changed except with the written consent of the Owner and Architect.

ARTICLE 7 PERFORMANCE BOND AND PAYMENT BOND

§ 7.1 Bond Requirements

§ 7.1.1 If stipulated in the Bidding Documents, the Bidder shall furnish bonds covering the faithful performance of the Contract and payment of all obligations arising thereunder.

§ 7.1.2 If the furnishing of such bonds is stipulated in the Bidding Documents, the cost shall be included in the Bid. If the furnishing of such bonds is required after receipt of bids and before execution of the Contract, the cost of such bonds shall be added to the Bid in determining the Contract Sum.

§ 7.1.3 The Bidder shall provide surety bonds from a company or companies lawfully authorized to issue surety bonds in the jurisdiction where the Project is located.

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§ 7.1.4 Unless otherwise indicated below, the Penal Sum of the Payment and Performance Bonds shall be the amount of the Contract Sum.
(If Payment or Performance Bonds are to be in an amount other than 100% of the Contract Sum, indicate the dollar amount or percentage of the Contract Sum.)

« »

§ 7.2 Time of Delivery and Form of Bonds
§ 7.2.1 The Bidder shall deliver the required bonds to the Owner not later than three days following the date of execution of the Contract. If the Work is to commence sooner in response to a letter of intent, the Bidder shall, prior to commencement of the Work, submit evidence satisfactory to the Owner that such bonds will be furnished and delivered in accordance with this Section 7.2.1.

§ 7.2.2 Unless otherwise provided, the bonds shall be written on AIA Document A312, Performance Bond and Payment Bond.

§ 7.2.3 The bonds shall be dated on or after the date of the Contract.

§ 7.2.4 The Bidder shall require the attorney-in-fact who executes the required bonds on behalf of the surety to affix to the bond a certified and current copy of the power of attorney.

ARTICLE 8 ENUMERATION OF THE PROPOSED CONTRACT DOCUMENTS
§ 8.1 Copies of the proposed Contract Documents have been made available to the Bidder and consist of the following documents:

.1 AIA Document A101™–2017, Standard Form of Agreement Between Owner and Contractor, unless otherwise stated below.
(Insert the complete AIA Document number, including year, and Document title.)

« »

.2 AIA Document A101™–2017, Exhibit A, Insurance and Bonds, unless otherwise stated below.
(Insert the complete AIA Document number, including year, and Document title.)

« »

.3 AIA Document A201™–2017, General Conditions of the Contract for Construction, unless otherwise stated below.
(Insert the complete AIA Document number, including year, and Document title.)

« »

~~**.4** AIA Document E203™–2013, Building Information Modeling and Digital Data Exhibit, dated as indicated below:~~
~~*(Insert the date of the E203–2013.)*~~

« »

.5 Drawings

Number	Title	Date

.6 Specifications

Section	Title	Date	Pages

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.7 Addenda:

Number	Date	Pages

.8 Other Exhibits:
(Check all boxes that apply and include appropriate information identifying the exhibit where required.)

~~[« »] AIA Document E204™–2017, Sustainable Projects Exhibit, dated as indicated below:~~
~~*(Insert the date of the E204–2017.)*~~

~~« »~~

~~[« »] The Sustainability Plan:~~

~~Title~~	~~Date~~	~~Pages~~

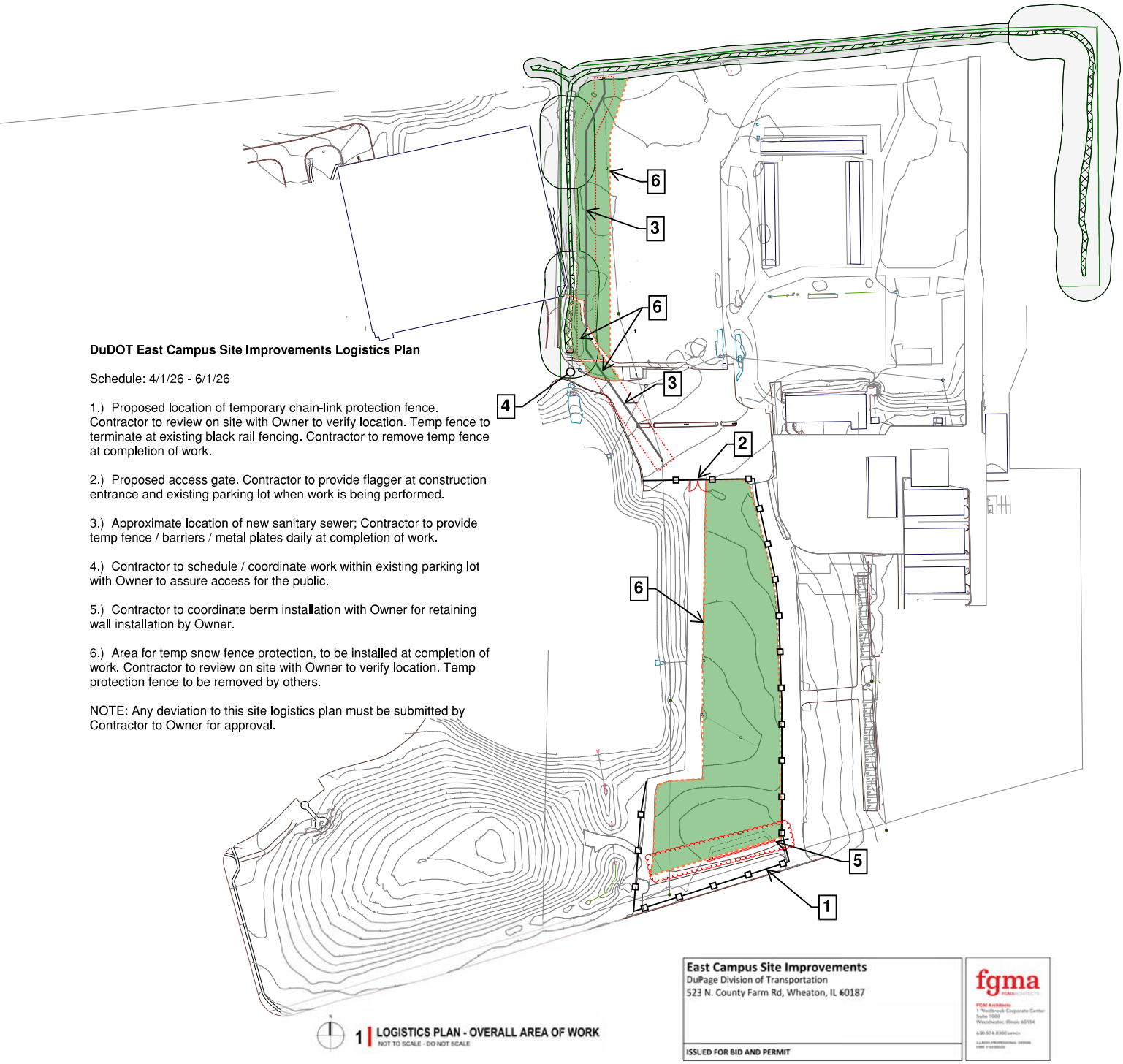
[« »] Supplementary and other Conditions of the Contract:

Document	Title	Date	Pages

.9 Other documents listed below:
(List here any additional documents that are intended to form part of the Proposed Contract Documents.)

« »

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DuDOT East Campus Site Improvements Logistics Plan

Schedule: 4/1/26 - 6/1/26

1.) Proposed location of temporary chain-link protection fence. Contractor to review on site with Owner to verify location. Temp fence to terminate at existing black rail fencing. Contractor to remove temp fence at completion of work.

2.) Proposed access gate. Contractor to provide flagger at construction entrance and existing parking lot when work is being performed.

3.) Approximate location of new sanitary sewer; Contractor to provide temp fence / barriers / metal plates daily at completion of work.

4.) Contractor to schedule / coordinate work within existing parking lot with Owner to assure access for the public.

5.) Contractor to coordinate berm installation with Owner for retaining wall installation by Owner.

6.) Area for temp snow fence protection, to be installed at completion of work. Contractor to review on site with Owner to verify location. Temp protection fence to be removed by others.

NOTE: Any deviation to this site logistics plan must be submitted by Contractor to Owner for approval.

1 LOGISTICS PLAN - OVERALL AREA OF WORK
NOT TO SCALE - DO NOT SCALE

East Campus Site Improvements
DuPage Division of Transportation
523 N. County Farm Rd, Wheaton, IL 60187

ISSUED FOR BID AND PERMIT

fgma

DOCUMENT 003132 - GEOTECHNICAL DATA

1.1 GEOTECHNICAL DATA

A. This Document with its referenced attachments is part of the Procurement and Contracting Requirements for Project. They provide Owner's information for Bidders' convenience and are intended to supplement rather than serve in lieu of Bidders' own investigations. They are made available for Bidders' convenience and information, but are not a warranty of existing conditions.

B. Soil-boring data for existing site, obtained by Construction & Geotechnical Material Testing, Inc. , dated April 25, 2025, is available for viewing as appended to this Document.

C. Related Requirements:

1. Document "Instructions to Bidders" for the Bidder's responsibilities for examination of Project site and existing conditions.

END OF DOCUMENT 003132

Construction & Geotechnical Material Testing, Inc.

60 Martin Lane, Elk Grove Village, Illinois 60007
Telephone (630) 595-1111 ♦ Fax (630) 595-1110

April 25, 2025

Ms. Elizabeth Cerny, AIA
FGM Architects, Inc.
1211 W. 22nd Street, Suite 700
Oak Brook, Illinois 60523

CGMT Project No. 25G0239

Reference: ***Report of Subsurface Exploration and Geotechnical Engineering Services, Proposed DuDot 140 Building, 140 N. County Farm Road, Wheaton, Illinois 60187***

Dear Ms. Cerny:

CGMT, Inc. has completed the subsurface exploration and geotechnical engineering analyses for the proposed DuDot 140 Building to be located at 140 N. County Farm Road, in Wheaton, Illinois. This report describes the subsurface exploration procedures, laboratory testing, and geotechnical recommendations for project construction. A Boring Location Plan is included in the Appendix of this report along with the Boring Logs performed for the exploration.

We appreciate this opportunity to be of service to the FGM Architects, Inc. during the design phase of this project. If you have any questions with regard to the information and recommendations presented in this report, or if we can be of further assistance to you in any way during the planning or construction of this project, please do not hesitate to contact us.

Respectfully,

CONSTRUCTION AND GEOTECHNICAL MATERIAL TESTING, INC.

Signature on file

Pratik K. Patel, P.E.
Vice President

3pc: Encl.

REPORT OF

SUBSURFACE EXPLORATION AND
GEOTECHNICAL ENGINEERING SERVICES



DUDOT 140 BUILDING
140 N. COUNTY FARM ROAD
WHEATON, ILLINOIS 60187

CGMT PROJECT NO. 25G0239

FOR

FGM ARCHITECTS, INC.
OAK BROOK, ILLINOIS

APRIL 25, 2025

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APPENDIX

EXECUTIVE SUMMARY

Construction & Geotechnical Material Testing, Inc. (CGMT) has completed your subsurface exploration and geotechnical engineering project. The subsurface conditions encountered during our exploration and CGMT's conclusions and recommendations are summarized below. This summary should not be considered apart from the entire text of the report with all the qualifications and considerations mentioned herein. Details of our conclusions and recommendations are discussed in the following sections and in the Appendix of this report.

The project site is located at 140 N. County Farm Road in Wheaton, Illinois. A total of thirteen (13) exploratory borings, B-1 through B-13, were performed for this project. The soil conditions encountered at the borings performed at the site are summarized as follows:

At Borings B-1 through B-9, approximately 8 to 18 inches of topsoil was encountered at the ground surface. At Borings B-10 to B-13, approximately 4 to 14 inches of gravel fill was encountered at the ground surface. At each of the borings, except B-10 and B-11, the surficial materials were underlain by black, brown, and gray silty clay fill soils that extended to depths of approximately 3½ to 8½ feet below the existing ground surface. The surficial and fill soils were underlain by natural, brown and gray, stiff to hard silty clay that extended to the boring termination depths of approximately 10 to 25 feet below existing grade. The lone exception was Boring B-7, where the natural clay was underlain by gray, medium dense sand and gravel within depths of approximately 18 ½ to 25 feet below current grade.

Floor slabs and below grade foundation elements of the existing buildings should be completely removed where they will conflict with new construction. The tops of foundation walls should be removed to depths of at least 2 feet below the base of new pavements, but existing wall backfill materials, if encountered, should be completely removed and replaced with controlled compacted fill.

If available, records of compaction obtained during the mass earthwork phase of the project should be provided to CGMT for our review. However, if records are not available, the existing fill soils appear to have been placed with some measure of control of moisture content and density and it should be feasible to support floor slabs, pavements, and new fill.

If the Dupage County Department of Transportation is willing to accept some risk of total and differential settlement and associated long term maintenance, the existing fill material similar to those encountered in the borings extending to depths of approximately 3½ to 8½ feet below the surrounding grade may remain in place below floor slabs and pavements but the subgrade must pass a proofroll under the observation of a CGMT geotechnical engineer or soils technician. However, if the Dupage County Department of Transportation is unwilling to accept the risk, then the existing fill soils should be completely removed and replaced with new engineered fill.

Based on the anticipated structural loading and subsurface conditions, conventional shallow foundation systems consisting of spread and/or continuous footings, extended through existing fill and lower strength soils (encountered in the borings to depths of approximately 6 to 8½ feet below the existing ground surface) bearing on the stiff to hard silty clay or new, properly compacted engineered fill is considered feasible and appropriate to support the proposed facility improvements. For footings, extended through existing fill soils, bearing at depths of at least 3½ feet below grade on natural, stiff to hard silty clay or new, properly compacted engineered fill, we recommend a maximum net allowable soil bearing pressure of 2,000 psf be used to proportion the footings.

Existing fill and lower strength soils were encountered in the borings at depths between approximately 6 and 8½ feet below the current ground surface. Complete removal and replacement discussed above may not be economical due to high construction cost. As an alternative, for ground improvement techniques and construction of conventional shallow foundations, the use of compacted/rammed aggregate piers, similar to Geopier® rammed aggregate piers and Vibro Piers can be considered for support of foundations for the new facility improvements. It is our opinion that foundations supported on compacted/rammed aggregate piers or Vibro Piers as discussed above will likely permit proportioning foundations for a net allowable soil bearing capacity of 3,000 psf or greater, though this must be verified by the rammed aggregate piers or Vibro Piers installer.

The compacted/rammed aggregate piers can be used to reinforce the existing soils beneath spread and wall footings, load bearing walls and floor slabs. The compacted/rammed aggregate piers are constructed by drilling approximately 2 ½ feet in diameter boreholes extending through the layers of unsuitable soils and compacted/ramming thin lifts of new aggregate fill materials within the boreholes to create dense aggregate piers. The compacted/rammed aggregate piers should be constructed through layers of existing fill and lower strength natural soils and anticipated to extend to natural, stiff to hard silty clay at depths of about 6 to 8½ feet below existing grade.

We recommend that the excavation of building foundations be monitored full-time by a CGMT geotechnical engineer or his representative to verify that the exposed subgrade materials and the soil bearing pressure will be suitable for the proposed structure.

Report Prepared By:

Nicholas Wolff

Nicholas P. Wolff, P.E.
Geotechnical Engineer

Report Reviewed By:

Pratik Patel

Pratik Patel, P.E.
Vice President

1
PROJECT OVERVIEW

Introduction

This report presents the results of our subsurface exploration and engineering services for the proposed DuDot 140 building improvements in Wheaton, Illinois. A General Location Plan included in the Appendix of this report, shows the approximate location of this project.

Project Description

ITEM	DESCRIPTION
Site Layout	See Boring Location Diagram in the Appendix
Proposed Construction	The facility improvement consists of a new DuDot 140 building (approximately 190, 600 square feet) that will include: 141,500 square feet vehicle bay, new diesel fuel pumps, brine tanks, an equipment wash facility, a DOT equipment canopy, and a 28,400 square feet salt shed. We anticipate the new structures will be constructed of CMU block walls and steel framing and that they will be slab-on-grade structures and there will be no basements or below grade spaces.
Structural Loads	Max. column loads: 150 kips (Anticipated); Max. wall loads: 3 kips per lineal foot (Anticipated)
Grading and Existing Site Considerations	We estimate that less than approximately 2 to 3 feet of cuts and fills will be necessary to establish final site grades.
Ancillary Improvements	New parking and fairground areas are also planned.

Scope of Work

The conclusions and recommendations contained in this report are based on the soil borings performed in the vicinity of the proposed construction areas, and associated laboratory testing of selected soil samples. The scope of the subsurface exploration included the following:

Number of Borings	Depth (feet)
3	25
4	20
3	15
3	10

The results of the soil borings, along with a Boring Location Plan showing the approximate locations where the borings were performed, are included in the Appendix of this report. Once the samples were returned to our laboratory we laboratory tests on selected representative soil samples from the borings to evaluate pertinent engineering properties, and, we analyzed the field and laboratory data to develop appropriate engineering recommendations.

The purpose of this report is to provide information and geotechnical engineering recommendations with regard to:

- Subsurface Soil and Groundwater Conditions
- Seismic Considerations
- Site Preparation and Earthwork
- Foundation Design and Construction
- Floor Slab Design and Construction
- Pavement Design and Construction

2
EXPLORATION RESULTS

Site Description

ITEM	DESCRIPTION
Project Location	The project site is located at 140 N. County Farm Road, in Wheaton, Illinois.
Existing Site Improvements	Most of the areas of new improvements are grass covered open areas, but with several single story, storage structures, which may be removed at the onset of construction.
Existing Topography	The site is rolling with an overall grade down from the south and east toward the north and west. Site grades across the site ranged from approximately 740 feet down to 731 feet (Per Google Earth).

Soil Conditions

A total of thirteen (13) borings, B-1 through B-13 were performed for this project. The subsurface conditions encountered at the borings performed at the site can be summarized as follows:

At Borings B-1 through B-9, approximately 8 to 18 inches of topsoil was encountered at the ground surface. At Borings B-10 to B-13, approximately 4 to 14 inches of gravel fill was encountered at the ground surface. At each of the borings, except B-10 and B-11, the surficial materials were underlain by black, brown, and gray silty clay fill soils that extended to depths of approximately 3½ to 8½ feet below the existing ground surface. The surficial and fill soils were underlain by natural, brown and gray, stiff to hard silty clay that extended to the boring termination depths of approximately 10 to 25 feet below existing grade. The lone exception was Boring B-7, where the natural clay was underlain by gray, medium dense sand and gravel within depths of approximately 18 ½ to 25 feet below current grade.

SOILS	SOIL CHARACTERISTICS
Silty Clay (Existing Fill)	Unconfined Compressive Strengths: 1.5 to 4.5+ tsf Dry Density Determinations: 94.1 to 113.0 pcf Moisture Contents: 12.4 to 28.2 percent
Silty Clay (Natural)	Unconfined Compressive Strengths: 1.25 to 4.5+ tsf Moisture Contents: 14.1 to 22.9 percent
Sand and Gravel (Natural)	Medium dense; 14 to 22 blows per foot

The specific soil types observed at the borings are noted on the boring logs, enclosed in the Appendix.

Groundwater Observations

Observations for groundwater were made during sampling and upon completion of the drilling operations at the boring locations. In auger drilling operations, water is not introduced into the boreholes, and the groundwater position can often be obtained by observing water flowing into or out of the boreholes. Furthermore, visual observation of the soil samples retrieved during the auger drilling exploration can often be used in evaluating the groundwater conditions. Groundwater levels were observed during drilling and immediately the completion of drilling. Groundwater measurements are summarized in the table below:

BORINGS	GROUNDWATER LEVELS (FEET)	
	DURING DRILLING	IMMEDIATELY AFTER COMPLETION
B-1, B-3, B-4, B-6, and B-9	7 to 10	5 to 11
B-7 and B-8	None	22 to 23
B-2, B-5, and B-10 through B-13	None	None

In general, estimates of prevailing ground water conditions on sites are based upon ground water levels at the time of the exploration. Ground water levels in borings are indicative of short-term groundwater levels. Soil color of samples is also considered during visual classification of the soil samples, as color is an indicator of the seasonal high-water table. Soils generally oxidize from a gray color to browns and tans when they are not in a saturated state. For this review of the DuPage Water Manual having soil with two percent or more of the Munsell color value of four or more and a chroma of two or less. As such, based on the available evidence from the borings performed for this exploration suggests that the seasonal high-water table is likely to be located at depths of approximately 1 foot below the existing grade.

More definitive evidence of prevailing groundwater levels could be obtained through the use of groundwater monitoring wells, which CGMT could install and monitor if requested.

It should be noted that the groundwater level can vary based on precipitation, evaporation, surface run-off and other factors not immediately apparent at the time of this exploration. Surface water runoff will be a factor during general construction, and steps should be taken during construction to control surface water runoff and to remove any water that may accumulate in the proposed excavations as well as floor slab and pavement areas. Precipitation generally varies seasonally. To assist in anticipating groundwater fluctuations changes throughout the year, average monthly precipitation is provided in the table below:

The Monthly Precipitation for the Antecedent 1-year Period Prior to the Drilling Operations

Month	January	February	March	April	May	June	July	August	September	October	November	December	Total
Normal Precipitation (inches)	1.73	1.79	2.50	3.38	3.68	3.45	3.70	4.90	3.21	3.15	3.15	2.25	36.89

Average precipitation levels were obtained from wunderground.com.

Seismic Zone

Per the 2021 International Building Code, the Soil Site Class is determined from ASCE 7.16, Table 20.3-1 Site Classification. Based upon the site conditions, the site soils can be characterized as Site Class D. Site Class D is described as Stiff Soil Profile for the top 100 ft of the site soil profile. Since we drilled to a maximum depth of 25 feet for this exploration, based on our experience with the soils in this area, the available geologic maps and following the direction of IBC 2021 when there are no borings to 100 feet deep, it is our opinion the site would be defined as Site Class D.

CGMT also calculated the spectral response factors based on the site class as well as the latitude and longitude of the project location using United States Geological Survey (USGS) seismic calculator software. The calculated values are presented in the table below:

Seismic Design Criteria

DuDot 140 Building					
140 N. County Farm Road, Wheaton, Illinois 60187					
Latitude	41.869458°	**Longitude**	-88.134538°	**Site Class**	"D"
S_s	0.131g	**S_{MS}**	0.209g	**S_{DS}**	0.140g
S_1	0.065g	**S_{M1}**	0.156g	**S_{D1}**	0.104g

5
ANALYSIS AND RECOMMENDATIONS

Overview

The following recommendations have been developed on the basis of the previously described project characteristics and subsurface conditions encountered. If there are any changes to the project characteristics or if different subsurface conditions are encountered during construction, CGMT should be consulted so that the recommendations of this report can be reviewed.

A summary of the results of the exploration is provided in the table below:

Preliminary Bearing Table

Boring	Boring Depth (feet)	Depth to Groundwater (feet)		Approximate Depth to Soils Suitable for a Net Allowable Bearing Pressure of 2,000 psf[1]
		During Drilling	After Completion	
B-1	20	7	7	8½ Feet
B-2	20	None	None	6 Feet
B-3	20	8	6	8½ Feet
B-4	15	7	5	8½ Feet
B-5	10	None	None	6 Feet
B-6	15	7	11	8½ Feet
B-7	25	None	23	8½ Feet
B-8	25	None	22	6 Feet
B-9	25	10	11	8½ Feet
B-10	20	None	None	1 Foot
B-11	15	None	None	1 Foot
B-12	10	None	None	6 Feet
B-13	10	None	None	3½ Feet

[1]To be used a minimum of 3½ feet below adjacent outside grade.

Subgrade Preparation and Engineered Fill

Subgrade Preparation

Initial subgrade preparation should consist of complete stripping/removal of topsoil, gravel wearing course, vegetation, and any other soft or unsuitable/deleterious materials from the location of the new building, as well as, pavement areas. Unsuitable materials, such as topsoil/buried topsoil or organic soils, should either be stockpiled for later use in landscaping fills or placed in approved disposal areas either on-site or off-site.

Existing utilities should be abandoned and relocated, and associated structures and backfill materials should be removed from the proposed constrcution areas unless they are planned to remain in service. Prior to construction, we recommend all utilities in the proposed construction areas be positively identified and marked. Those utilities that can be relocated should be relocated to the extent practical and backfilled with compacted/densified engineered fill. Abandoned utilities should be removed or grouted full with lean concrete. Excavations resulting from removal/demolition of existing utilities and other structures should be completely filled with engineered fill. Active utilities to remain in the construction areas should be exposed and protected during construction to reduce the potential for damage or interruption of service. Where existing utilities will remain under any structure, we recommend that the utility backfill be removed and replaced with controlled fill.

Floor slabs and below grade foundation elements of the existing buildings should be completely removed where they will conflict with new construction. The tops of foundation walls should be removed to depths of at least 2 feet below the base of new pavements, but existing wall backfill materials, if encountered, should be completely removed and replaced with controlled compacted fill. Soils exposed in the excavations created by the demolition should be observed and evaluated by an experienced geotechnical technician or engineer. The completed excavations should be backfilled with properly placed and compacted fill as recommended in this report. Improper placement and compaction of fill materials during demolition/removal of existing foundations and other structures could lead to inconsistent subgrade performance resulting in foundation, floor slab and pavement distress and settlement.

It has been our experience that many demolition contractors place the debris from the structure below grade and cap with soil. These type of activities will not provide a suitable subgrade for new foundations, slabs or pavements. Costs of removal and replacement of demolition debris could unnecessarily add thousands of additional dollars to the cost of the project. The presence of a CGMT geotechnical engineer on the site during demolition and backfilling operations would reduce the potential for unnecessary removal and replacement to take place during construction.

We do not recommend the use of 3-inch stone or "Pea Gravel" as engineered fill to backfill undercuts, particularly under floor slabs, pavements and foundations. Due to the large diameter and/or absence of fines, the 3-inch rock exhibits large voids. Fill materials containing large voids are more susceptible to future movement that may become unstable resulting in excessive and variable settlement.

Current EPA and State law requires an asbestos survey prior to demolition or renovation activities. In the event regulated asbestos materials are confirmed to be present, any regulated asbestos materials that would be disturbed must removed prior to such disturbance by a licensed asbestos removal firm.

We recommend that the project geotechnical engineer or his representative should be on site to monitor stripping and site preparation operations and observe that unsuitable soils have been satisfactorily removed and to observe proofrolling.

After removal of unsuitable/deleterious materials and stripping to the desired grade, and prior to fill placement, we recommend the stripped/exposed subgrades be observed by an experienced geotechnical engineer or his authorized representative at the time of construction in order to aid in identifying localized soft/loose or unsuitable materials which should be removed. Proofrolling using a fully loaded, tandem-axle truck, or loaded truck/equipment similar to those anticipated during construction, should be used at this time to aid in identifying localized soft or unsuitable material which should be removed. Any soft or unsuitable materials encountered during proofrolling should be compacted in place or removed and replaced with an approved backfill compacted to the criteria given below. Prior to proofrolling, pavement and floor slab areas that will receive less than 1 foot of new fill, should be scarified to a depth of about 9 inches, moisture conditioned, and recompacted as recommended below.

If available, records of compaction obtained during the mass earthwork phase of the project should be provided to CGMT for our review. However, if records are not available, the existing fill soils appear to have been placed with some measure of control of moisture content and density and it should be feasible to support floor slabs, pavements, and new fill.

If the Dupage County Department of Transportation is willing to accept some risk of total and differential settlement and associated long term maintenance, the existing fill material similar to those encountered in the borings extending to depths of approximately 3½ to 8½ feet below the surrounding grade may remain in place below floor slabs and pavements but the subgrade must pass a proofroll under the observation of a CGMT geotechnical engineer or soils technician. However, if the Dupage County Department of Transportation is unwilling to accept the risk, then the existing fill soils should be completely removed and replaced with new engineered fill.

During final preparation of subgrades, a smooth drum roller is often used to provide a flat surface and provide for better drainage to reduce the negative impact of rain events. Due to the relative sensitivity of the silty clay soils, we recommend that these materials be static rolled (no vibrations) to reduce the potential for subgrade soil disturbance. We also recommend crowning the subgrade to provide positive drainage off the building pad and parking lot subgrades.

Engineered Fill

Where new fill material is required for backfill or to otherwise reach the design subgrade elevation beneath slabs-on-grade and pavements, we recommend that engineered fill be used. Any soil placed as engineered fill should be an approved material, free of organic matter or debris, be a non-frost susceptible soil, and have a liquid limit and plasticity index less than 40 and 15, respectively. The project geotechnical engineer should be consulted to determine the suitability of off-site/on-site materials for use as engineered fill, prior to use or placement. **We do not recommend the use of 3-inch stone as engineered fill to backfill undercuts, particularly under floor slabs and foundations.** Fill materials containing large voids are more susceptible to future movement that may become unstable resulting in excessive and variable settlement.

Fill should be placed in lifts not exceeding 8 inches in loose thickness, moisture conditioned to within 2 percent of the optimum moisture content, and compacted to at least 95 percent of the maximum dry density obtained in accordance with ASTM Specification D 1557, Modified Proctor Method. Fill placed below footing base elevations should be compacted to at least 95 percent of the material's modified Proctor maximum dry density (ASTM D 1557). Engineered fill placed to support foundations should extend 1 foot beyond the outside edges of the footings and from that point outward laterally 1 foot for every 2 feet of fill thickness below the footings. Laboratory proctor tests should be performed on fill materials to determine the maximum dry density and optimum moisture content. A shrinkage factor of 15 percent can be assumed for estimating earthwork quantities for bidding purposes.

We recommend suitable silty clays used to raise the grade or backfill undercuts should be compacted with a sheepsfoot roller. Granular engineered fill should be compacted with a smooth drum roller or adequate heavy vibratory plate. Moisture control during earthwork operations, including the use of disking or appropriate drying equipment and techniques, should be expected.

In-place density tests should be performed with a minimum of 1 test per 2,000 square feet of fill area for each lift of fill placed. We recommend that the placement of engineered fill be monitored full-time by CGMT representative and in-place density tests should be performed to verify the adequacy of the compaction for each lift of fill placed.

Footing Foundations

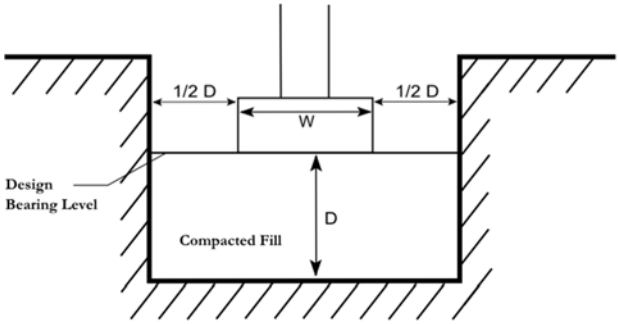
Based on the anticipated structural loading and subsurface conditions, conventional shallow foundation systems consisting of spread and/or continuous footings, extended through existing fill and lower strength soils (encountered in the borings to depths of approximately 6 to 8½ feet below the existing ground surface) bearing on the stiff to hard silty clay or new, properly compacted engineered fill is considered feasible and appropriate to support the proposed facility improvements. For footings, extended through existing fill soils, bearing at depths of at least 3½ feet below grade on natural, stiff to hard silty clay or new, properly compacted engineered fill, we recommend a maximum net allowable soil bearing pressure of 2,000 psf be used to proportion the footings.

To reduce the potential for foundation bearing failure and excessive settlement due to local shear or "punching" action, we recommend that continuous footings have a minimum width of 18 inches and that isolated column footings have a minimum lateral dimension of 30 inches. In addition, footings should be placed at a depth to provide adequate frost cover protection. We recommend the footings be placed at a minimum depth of 3½ feet below finished grade. Interior footings in heated areas can be placed at a minimum of 2 feet below grade provided that suitable soils are encountered and that the foundations will not be subjected to freezing weather either during or after construction.

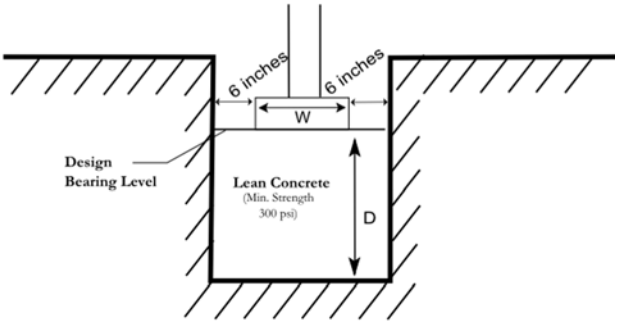
For the canopy foundations, uplift loading conditions often control the footing design. Uplift resistance of spread footings can be developed from the weight of the footing, the effective weight of the overlying soils, and from the weight of the structure itself. Soil uplift resistance may be calculated as the effective weight of the soil prism defined by a diagonal line extending around the perimeter of the foundation from the top of the foundation to the ground surface at an angle of 20 degrees from the vertical. The maximum allowable uplift capacity should be taken as a sum of the effective weight of soil plus the dead weight of the foundation and structure, all divided by an appropriate factor of safety. A maximum total unit weight of 120 pcf should be used for existing soils or well-compacted backfill at this site.

We recommend that the excavation of building foundations be monitored on a full-time basis by a CGMT geotechnical engineer or his representative to verify that the exposed subgrade materials and the soil bearing capacity will be suitable for the proposed building and is consistent with the boring log information obtained during the geotechnical exploration.

The contractor should be prepared to undercut/overexcavate and extend the footings to soils of adequate bearing capacity. As an alternative, after overexcavation and removal of weaker/low bearing capacity soils or unsuitable soils, the foundation subgrade can be raised using compacted engineered fill or lean concrete to a minimum frost depth of 3½ feet below final exterior grade. Engineered fill should be compacted to a minimum of 95 percent of the maximum dry density as discussed in the **Subgrade Preparation and Engineered Fill** section. The zone of the engineered fill placed below the foundations should extend 1 foot beyond the outside edges of the footings and from that point, outward laterally 1 foot for every 2 feet of fill thickness below the footing. The overexcavation and backfill procedure is depicted in the figure below. If lean concrete is used to replace weaker/low bearing soils or unsuitable soils, no lateral overexcavation will be necessary, but the excavation should be 1 foot wider than the footing (6 inches on each side).



Overexcavation and Backfill Procedure
(Recommended for Relatively Shallow Deepening)



Overexcavation and Lean Concrete Backfill Procedure
(Recommended for Greater Deepening)

Settlement of the conventional shallow foundations, designed in accordance with our recommendations presented in this report, is expected to be within tolerable limits. For footings, extended through existing fill, placed on natural, stiff to hard silty clay or new, properly compacted engineered fill and designed as discussed above, maximum total settlement is expected to be in the range of 1 inch or less. These settlement values are based on our engineering experience with the soil and the anticipated structural loading, and are to guide the structural engineer with his design.

Rammed or Vibro-Compacted Aggregate Piers

Existing fill and lower strength soils were encountered in the borings at depths between approximately 6 and 8½ feet below the current ground surface. Complete removal and replacement discussed above may not be economical due to high construction cost. As an alternative, for ground improvement techniques and construction of conventional shallow foundations, the use of compacted/rammed aggregate piers, similar to Geopier® rammed aggregate piers and Vibro Piers can be considered for support of foundations for the new facility improvements. It is our opinion that foundations supported on compacted/rammed aggregate piers or Vibro Piers as discussed above will likely permit proportioning foundations for a net allowable soil bearing capacity of 3,000 psf or greater, though this must be verified by the rammed aggregate piers or Vibro Piers installer.

The compacted/rammed aggregate piers can be used to reinforce the existing soils beneath spread and wall footings, load bearing walls and floor slabs. The compacted/rammed aggregate piers are constructed by drilling approximately 2 ½ feet in diameter boreholes extending through the layers of unsuitable soils and compacted/ramming thin lifts of new aggregate fill materials within the boreholes to create dense aggregate piers. The compacted/rammed aggregate piers should be constructed through layers of existing fill and lower strength natural soils and anticipated to extend to natural, stiff to hard silty clay at depths of about 6 to 8½ feet below existing grade. Temporary casing will likely be needed during construction of the aggregate piers through the existing fill soils. Aggregate piers should be constructed on a grid pattern using well-graded granular soils tamped in thin lifts. We anticipate spacing of compacted/rammed aggregate piers should be in the range of 5 to 10 feet on center. Our experience suggests that aggregate pier manufacturers will interpret the available subsurface information and can provide appropriate foundation design including allowable bearing pressure and anticipated settlement.

The compacted/rammed aggregate piers can also be used to support floor slabs. For buildings with compacted/rammed aggregate piers, similar to Geopier® rammed aggregate piers and Vibro Piers, floor slabs and the required granular base course can be constructed on top of aggregate piers. Prior to the construction of floor slabs, the subgrade preparation should consist of densifying the exposed design subgrade surface to the extent practical prior to placement of granular base course and concrete.

We recommend that the excavation of building foundations be monitored on a full-time basis by a CGMT geotechnical engineer or his representative to verify the exposed soils and the soil bearing capacity will be suitable for the proposed building and is consistent with the boring log information obtained during the geotechnical exploration.

For footings bearing above soil improved using rammed aggregate piers properly designed and installed, maximum total settlement is expected to be in the range of 1 inch or less based on consolidation of the soils under structural loading. These settlement values are based on our engineering experience with the soil and the anticipated structural loading, and are to guide the structural engineer with his design.

Floor Slab Design

For the design and construction of the new building slabs-on-grade for the proposed building, we recommend that all existing vegetation, pavement, topsoil or organic soils, and any unsuitable/deleterious materials should be removed and replaced with compacted engineered fill as discussed in the **Site Preparation and Engineered Fill** section. If the removal is performed in accordance with these recommendations, we anticipate floor slabs for the structures will be supported on stable and approved subgrades consisting of the existing soils or new, properly compacted engineered fill.

It is assumed that the existing floor slab subgrade has performed satisfactorily during the proofroll discussed in the Subgrade Preparation subsection, even though existing fill soils were encountered to depths of approximately 3½ to 8½ feet below the existing grade. Provided that the floor slab subgrade passes a proofroll, the risk of excessive settlement is low. However, if the floor slab subgrade does not pass the proofroll, some undercutting and placement of controlled backfill will be required.

We recommend that floor slabs be underlain by a minimum of 6 inches of granular material having a maximum aggregate size of 1½ inches and no more than 2 percent of fines. Prior to placing the granular material, the floor subgrade soil should be properly compacted, proofrolled, and free of standing water, mud, and frozen soil. For design of Portland cement concrete slabs-on-grade, a modulus of subgrade reaction (k) of 100 pounds per cubic inch (pci) can be used for slabs constructed on subgrade prepared as discussed herein.

A properly designed and constructed capillary break layer can often mitigate the need for a moisture retarder and can assist in more uniform curing of concrete. If a vapor retarder is considered to provide additional moisture protection, special attention should be given to the surface curing of the slabs to reduce uneven drying of the slabs and associated cracking and/or slab curling. The use of a blotter or cushion layer above the vapor retarder can also be considered for project specific reasons. Please refer to ACI 302.1R96 *Guide for Concrete Floor and Slab Construction* and ASTM E 1643 *Standard Practice for Installation of Water Vapor Retarders Used in Contact with Earth or Granular Fill Under Concrete Slabs* for additional guidance on this issue.

We recommend that the floor slab be isolated from the foundation footings so differential settlement of the structure will not induce shear stresses on the floor slab. Also, in order to reduce the crack width of any shrinkage cracks that may develop near the surface of the slab, we recommend mesh reinforcement as a minimum be included in the design of the floor slab. Temperature and shrinkage reinforcements in slabs on ground should be positioned in the upper third of the slab thickness. The Wire Reinforcement Institute recommends the mesh reinforcement be placed 2 inches below the slab surface or upper one-third of slab thickness, whichever is closer to the surface. Adequate construction joints, contraction joints and isolation joints should also be provided in the slab to reduce the impacts of cracking and shrinkage. Please refer to ACI 302.1R96 *Guide for Concrete Floor and Slab Construction* for additional information regarding concrete slab joint design.

Underground Fuel Storage Tanks

Underground fuel storage tanks should be designed to resist uplift pressures due to hydrostatic loading, or a sump pit and pump system should be provided to remove any seepage into the granular fill around the tanks so that uplift pressures will not develop. If water accumulates in granular backfill zones, seepage into the surrounding native clay soils would be very slow. Uplift pressure would be greatest when the tanks are empty and a high water level exists on site. The fuel tanks and tie-down mats should be designed to resist a water pressure of 62.4 psf per foot of embedment below potential groundwater levels. The total uplift force could be resisted by the dead weight of the structures and the effective weight of backfill placed over the tank and any extensions of the tank foundations. An effective backfill weight of 120 pcf should be used above the groundwater table and 60 pcf for backfill below the water table. A backup pump and emergency power source should be part of any design to resist tank uplift through drainage. We recommend tank backfill be placed and compacted in accordance with the recommendations of the **Subgrade Preparation and Engineered Fill** sections of this report.

Pavements

For the design and construction of exterior pavements, we recommend that topsoil, old pavement be removed before construction of new pavements and that new pavements will be supported by stable and approved subgrades consisting of the existing soils or new, properly compacted engineered fill.

It is assumed that the existing pavement subgrade has performed satisfactorily during the proofroll discussed in the **Subgrade Preparation** subsection, even though existing fill soils were encountered to depths of approximately 3½ to 8½ feet below the existing grade. Provided that the pavement subgrade passes a proofroll, the risk of excessive settlement is low. However, if the pavement subgrade does not pass the proofroll, some undercutting and placement of controlled backfill will be required.

We anticipate the new pavement will be constructed of asphaltic concrete or Portland cement concrete. We expect that the proposed parking lot will generally be utilized for light duty traffic, and the driveways and loading and unloading areas be utilized for light to medium duty traffic. Heavy traffic loads would be anticipated for areas near any dumpsters where garbage trucks would often cross. We recommend the pavement subjected to light traffic be underlain by a minimum of 8 inches of base course granular material, similar to Illinois Department of Transportation gradation CA-6.

Assuming the pavement subgrade will consist predominantly of the cohesive soils and new fill prepared in accordance with the recommendations given in this report, an estimated IBR value of 3 could be used in proportioning a flexible pavement section. Similarly, an estimated modulus of subgrade reaction value equal to 100 pounds per cubic inch could be used for design of rigid concrete pavement sections. A Subgrade Stability Rating (SSR) rating of (Poor) should be used for pavement design. Concrete pavements should be air-entrained Portland cement concrete with a minimum compressive strength of 4,000 psi and a minimum flexural strength of 650 psi. Concrete strength requirements are outlined in article 1020.04 of the Standard Specifications for Road and Bridge Construction, effective April 1, 2016.

Some typical pavement sections used in this region of the country are given below which could be considered for preliminary estimating purposes. Other sections can also be considered. These sections assume a low volume of light vehicle loads (automobiles, vans, pickups, etc.). They should also be considered minimum thicknesses, and, as such, periodic maintenance should be anticipated. Final design sections should consider details such as final grades, traffic loadings, traffic volumes, the desired design life and any local, county or city codes. If you wish, we would be pleased to perform a detailed pavement section design using AASHTO or Asphalt Institute procedures when this information is available. It should also be noted that these sections do not consider if the binder course will be subject to construction vehicle traffic for an extended period of time. Some distress to the binder course and aggregate base could occur, if this is the case.

TYPICAL PAVEMENT SECTIONS[1]

	Light Duty (Parking Lots)	Heavy Duty[2] (Drives)
Portland Cement Concrete:	5 inches	6 inches
Full Depth Asphalt:	5½ inches	7 inches
Combined Section: Asphalt/Crushed Stone Base Course	3/8 inches	4/10 inches

[1]All materials should meet the current Illinois Department of Transportation Standard Specifications for Road and Bridge Construction requirements.
[2]In areas of anticipated heavy traffic, delivery trucks, or concentrated loads, a minimum concrete thickness of 7 inches is recommended but should be evaluated further when loading conditions are known.

Final design sections should consider details such as final grades, traffic loadings, traffic volumes, the desired design life and any local, county or city codes. If you wish, we would be pleased to perform a detailed pavement section design using AASHTO or Asphalt Institute procedures when this information is available. Minimum design requirements for hot-mix asphalt (HMA) shall follow Article 1030.05 in the IDOT Standard Specifications (Adopted April 1, 2016) During asphalt pavement construction, the wearing and leveling course should be compacted to a minimum of 93 percent of the theoretical density value. Prior to placing the granular material, the pavement subgrade soil should be properly compacted, proofrolled, and free of standing water, mud, and frozen soil.

Consideration should also be given to placing a geotechnical fabric at the base of the new pavement section as a separation layer and to reduce the potential for premature degradation of the new pavements.

An important consideration with the design and construction of pavements is surface and subsurface drainage. Where standing water develops, either on the pavement surface or within the base course layer, softening of the subgrade and other problems related to the deterioration of the pavement can be expected. Furthermore, good drainage should reduce the possibility of the subgrade materials becoming saturated over a long period of time. We would be pleased to be of further assistance to you in the design of the project pavements by providing additional recommendations during construction of the project.

Periodic maintenance of pavements should be anticipated. The subgrade parameters provided in this report consider that significant changes in the subgrade moisture content do not occur. To reduce the potential for changes in subgrade moisture, all paved areas should be sloped to provide rapid drainage of surface water and to drain water away from the pavement edges. Water that is allowed to pond on or adjacent to the pavement can saturate and soften the subgrade soils and subsequently accelerate pavement deterioration.

Granular base or subbase materials directly below pavement sections can also collect infiltrated surface water and soften the subgrade as well as increase the effects of frost action, both of which can be detrimental to pavements. For these reasons, where granular materials are used over a cohesive soil subgrade or where the groundwater level is within 3.5 feet of finished pavement subgrade, we recommend the installation of four-inch diameter transverse underdrains to improve the pavement performance and extend its service life. The underdrains should be installed at 300-foot intervals and at low points in the pavement. Pipe underdrains shall be installed per Article 601 in the IDOT Standard Specifications (Adopted April 1, 2016) and consist of Type 2 underdrains.

General Construction Considerations

We recommend that the subgrade preparation, installation of the foundations, and construction of slabs-on-grade be monitored by a CGMT geotechnical engineer or his representative. Methods of verification and identification such as proofrolling and hand auger probe holes will be necessary to further evaluate the subgrade soils and identify unsuitable soils. The contractor should be prepared to overexcavate footing excavations at isolated locations. We recommend that excavations of new foundations be monitored on a full-time basis by a CGMT geotechnical engineer or his representative to verify that the soil bearing pressure and the exposed subgrade materials will be suitable for the proposed DuDot building and are consistent with the boring log information obtained during this geotechnical exploration. We would be pleased to provide these services.

Since localized areas of soft/unsuitable soils may be present below the bearing elevation of foundations, we recommend that hand-auger borings be performed to at least half the footing width, or a minimum of 3 feet below each isolated column footing and to at least 2 feet below continuous footings. Hand auger borings should be performed at each column footing and at approximately 20-foot intervals along continuous footings to verify the suitability of the soils to support the recommended maximum net allowable bearing pressure. If soft/unsuitable soils are encountered, the footings should be extended until suitable bearing soils are encountered or the unsuitable soils should be removed beneath the base of the footing and replaced with compacted engineered fill or lean concrete. The foundation contractor should expect undercutting/overexcavation or removal of unsuitable material without delay and replacement with engineered fill at the time of foundation excavation/construction.

All loose or soft soils in the subgrade or foundation excavation areas should be densified or removed before placing any concrete or fill. Accumulated water or runoff water at the base of the foundation excavations should also be promptly removed. Groundwater seepage is anticipated not to be a major factor during foundation excavations or undercutting. If encountered, we believe sump and pump system should be adequate to remove accumulated seepage from the bottom of excavations prior to placement of concrete or crushed stone. Concrete should not be placed in water. To reduce the potential for frost heave related problems; forms should be used prior to the placement of foundation concrete.

Exposure to the environment may weaken the soils at the foundations bearing level if the excavations remain open for too long a time. Therefore, foundation concrete should be placed the same day that excavations are opened, when possible. If the bearing soils are softened by surface water intrusion or exposure, the softened soils must be removed from the immediately prior to placement of concrete.

We recommend adequate surface and subsurface drainage be considered in the design and construction of floor slabs and pavements. Where standing water develops, either on slab or pavement surfaces or within the base course layer, softening of the subgrade and other problems related to the deterioration of the floor slabs and pavements can be expected. Adequate drainage should reduce the possibility of the subgrade materials becoming saturated over a long period of time. To reduce water infiltration to the pavement section and within the base course layer resulting in softening of the subgrade and deterioration of the slabs and pavements, we recommend the timely repair or sealing of joints and cracks in slabs and pavement.

All unsuitable materials should be removed and replaced with environmentally clean, inorganic fill and free of debris or harmful matter. Unsuitable materials removed from the project site should be disposed of in accordance with all applicable federal, state, and local regulations.

The contractor should avoid stockpiling excavated materials immediately adjacent to the excavation walls. We recommend that stockpile materials be kept back from the excavation a minimum distance equal to the excavation depth to avoid surcharging the excavation walls. If this is impractical due to space constraints, the excavation walls should be retained with bracing designed for the anticipated surcharge loading.

Excavations should comply with the requirements of OSHA 29CFR, Part 1926, Subpart P, "Excavations" and its appendices, as well as other applicable codes. This document states that the contractor is solely responsible for the design and construction of stable, temporary excavations. The excavations should not only be in accordance with current OSHA excavation and trench safety standards but also with applicable local, state, and federal regulations. The contractor should shore, slope or bench the excavation sides when appropriate. In no case should excavations extend below the level of adjacent structures, utilities or pavements, unless underpinning or other adequate support is provided. Site safety is the sole responsibility of the contractor, who shall also be responsible for the means, methods and sequencing of construction operations.

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EXPLORATION PROCEDURES

Subsurface Exploration Procedures

The soil borings were located in the field by a CGMT Field Engineer based on the proposed boring site plan provided to us. As required by the State of Illinois, the driller notified Illinois One-Call System, JULIE, to verify underground utilities in the vicinity of the project site prior to drilling operations.

The soil borings were performed with a truck-mounted rotary-type auger drill rig, which utilized continuous hollow stem augers to advance the boreholes. Representative soil samples were obtained at 2½ foot intervals for the first 10 feet and 5-foot intervals thereafter by means of conventional split-barrel sampling procedures. In this procedure, a 2-inch O.D., split-barrel sampler is driven into the soil a distance of 18 inches by a 140-pound hammer falling 30 inches. The number of blows required to drive the sampler through a 12-inch interval, after initial setting of 6 inches, is termed the Standard Penetration Test (SPT) or N-value and is indicated for each sample on the boring logs. The SPT value can be used as a qualitative indication of the in-place relative density of cohesionless soils. In a less reliable way, it also indicates the consistency of cohesive soils. This indication is qualitative, since many factors can significantly affect the standard penetration resistance value and prevent a direct correlation between drill crews, drill rigs, drilling procedures, and hammer-rod-sampler assemblies. The drill rig utilized an automatic trip hammer to drive the sampler. Consideration of the effect of the automatic hammer's efficiency was included in the interpretation of subsurface information for the analyses prepared for this report.

The drill crew maintained a field log of the soils encountered in the borings. After recovery, each geotechnical soil sample was removed from the sampler and visually classified. Representative portions of each soil sample were then sealed in jars and brought to our laboratory in Elk Grove Village, Illinois for further visual examination and laboratory testing. After completion of the drilling operations, the boreholes were backfilled with auger cuttings to the existing ground surface.

Laboratory Testing Program

Representative soil samples were selected and tested in our laboratory to check field classifications and to determine pertinent engineering properties. The laboratory testing program included visual classifications and unconfined compressive strength and moisture content determinations. Dry density determinations were performed on selected samples of cohesive existing fill.

An experienced geotechnical engineer classified each soil sample on the basis of texture and plasticity in accordance with the Unified Soil Classification System. The group symbols for each soil type are indicated in parentheses following the soil descriptions on the boring logs. A brief explanation of the Unified System is included with this report. The geotechnical engineer grouped the various soil types into the major zones noted on the boring logs. The stratification lines designating the interfaces between earth materials on the boring logs and profiles are approximate; in situ, the transitions may be gradual.

Unconfined compressive strength tests were performed on cohesive soil samples with the use of a calibrated hand penetrometer. In the hand penetrometer test, the unconfined compressive strength of a soil sample is estimated, to a maximum of 4½ tons per square foot (tsf) by measuring the resistance of a soil sample to penetration of a small, calibrated spring-loaded cylinder.

The soil samples will be retained in our laboratory for a period of 60 days, after which, they will be discarded unless other instructions are received as to their disposal.

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CLOSING

We recommend that the construction activities be monitored by CGMT to provide the necessary overview and to check the suitability of the subgrade soils for supporting the foundations. Once final loads become available, CGMT must be contacted to review the recommendations presented herein.

This report has been prepared in order to aid in the evaluation of this property and to assist the architect and/or engineer in the design of this project. The scope is limited to the specific project and locations described herein and our description of the project represents our understanding of the significant aspects relative to soil and foundation characteristics. In the event that any change in the nature or location of the proposed construction outlined in this report are planned, we should be informed so that the changes can be reviewed and the conclusions of this report modified or approved in writing by the geotechnical engineer. It is recommended that all construction operations dealing with earthwork and foundations be reviewed by an experienced geotechnical engineer to provide information on which to base a decision as to whether the design requirements are fulfilled in the actual construction. If you wish, we would welcome the opportunity to provide field construction services for you during construction.

The analysis and recommendations submitted in this report are based upon the data obtained from the soil borings and tests performed at the locations as indicated on the Boring Location Plan and other information referenced in this report. This report does not reflect any variations, which may occur between the borings. In the performance of the subsurface exploration, specific information is obtained at specific locations at specific times. However, it is a well-known fact that variations in soil conditions exist on most sites between boring locations and also such situations as groundwater levels vary from time to time. The nature and extent of variations may not become evident until the course of construction. If variations then appear evident, after performing on-site observations during the construction period and noting characteristics and variations, a reevaluation of the recommendations for this report will be necessary.

APPENDIX

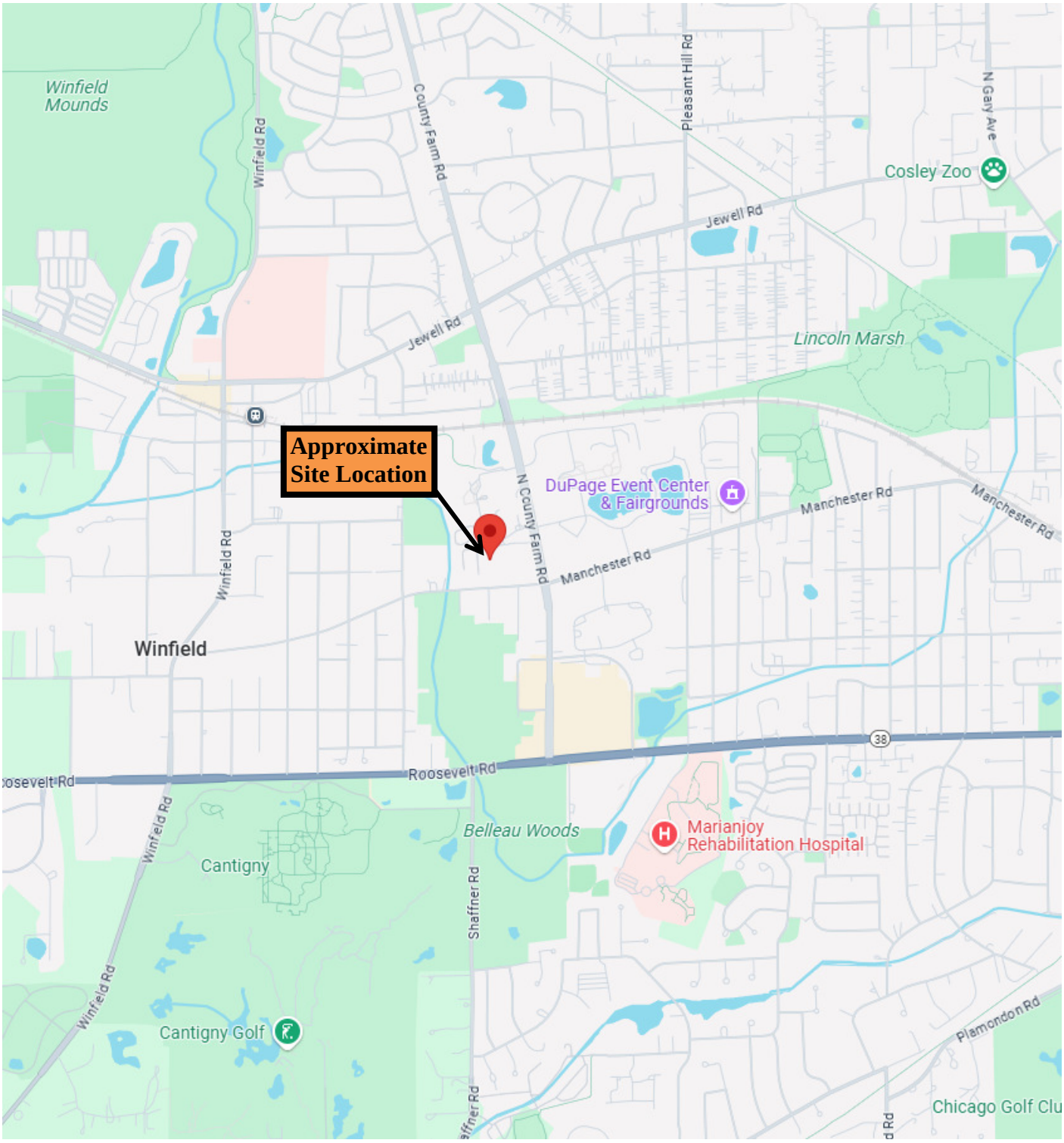
Vicinity Map

Boring Location Plan

Boring Logs

Unified Soil Classification System

Reference Notes for Boring Logs



	VICINITY MAP	N	**CGMT Project No. 25G0239** **DuDot 140 Building** **140 N. County Farm Road** **Wheaton, DuPage County, Illinois 60187**



Drawing Not To Scale

N

LEGEND

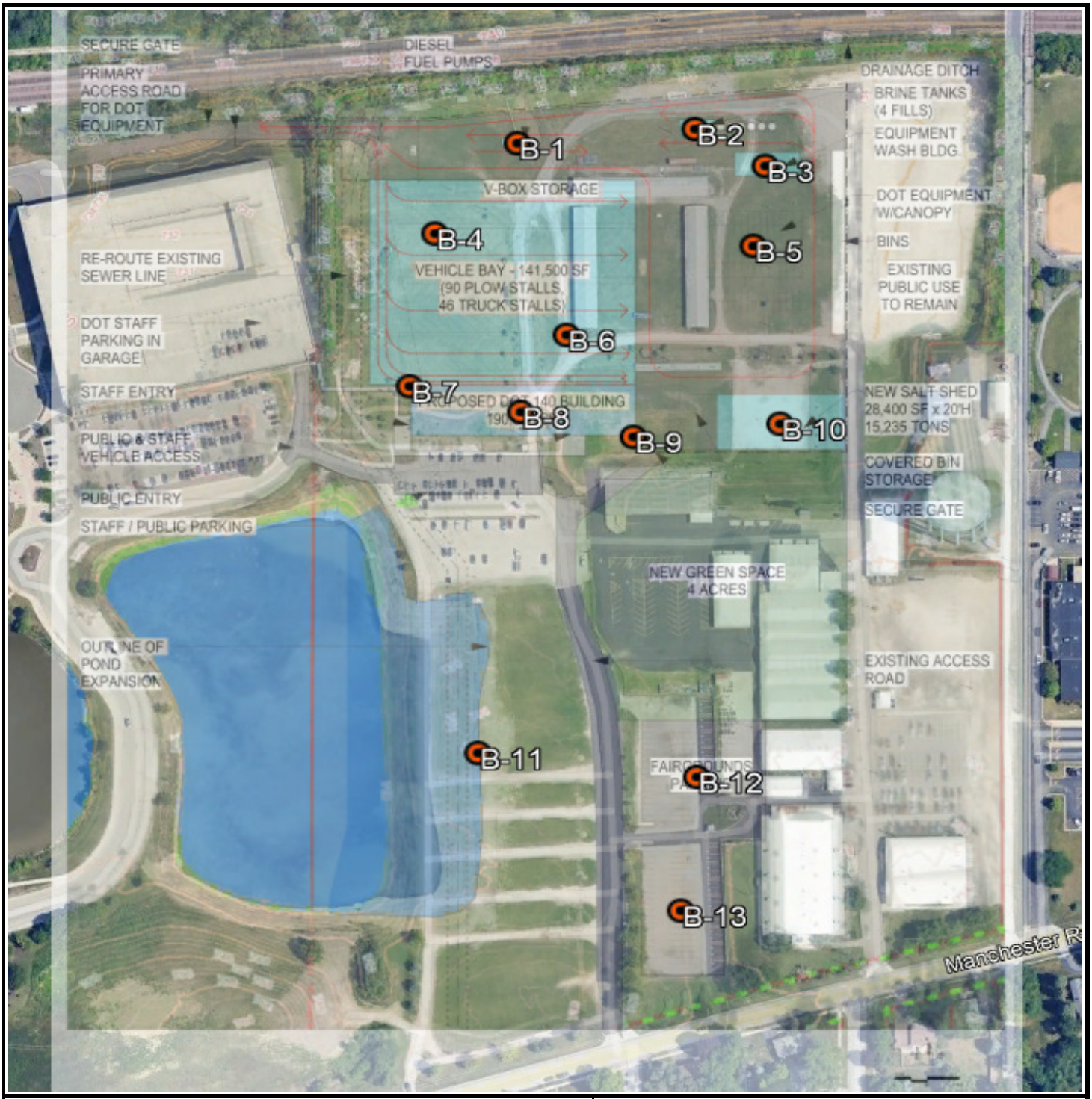
- Approximate Soil Boring Locations

Soil Boring Location Diagram

DuDot 140 Building

140 N. County Farm Road
Wheaton, Illinois 60187

Project Manager	Project Number
P. Patel	25G0239
Date	Sheet Number
4/25/2025	Fig. 1



Drawing Not To Scale

N

LEGEND

- Approximate Soil Boring Locations

Soil Boring Location Diagram

DuDot 140 Building

140 N. County Farm Road
Wheaton, Illinois 60187

Project Manager	Project Number
P. Patel	25G0239
Date	Sheet Number
4/25/2025	Fig. 2



Drawing Not To Scale

N

LEGEND

- Approximate Soil Boring Locations

Soil Boring Location Diagram

DuDot 140 Building

140 N. County Farm Road
Wheaton, Illinois 60187

Project Manager	Project Number
P. Patel	25G0239
Date	Sheet Number
4/25/2025	Fig. 3

Soil Boring Log

Construction & Geotechnical Material Testing, Inc.
60 Martin Lane, Elk Grove Village, Illinois 60007
Telephone (630) 595-1111 ♦ Fax (630) 595-1110

Soil Boring Prepared for:
Ms. Elizabeth Cerny, AIA
FGM Architects, Inc.
1211 W. 22nd Street, Suite 700
Oak Brook, Illinois 60523

Boring No.: B-01
Date: Monday, April 14, 2025
Project: DuDot 140 Building
140 N. County Farm Road
Wheaton, Illinois 60187
Project No.: 25G0239
Boring Location: See Boring Location Diagram
Logged By: B.A.S.
Ground Elevation:

Elevation	Depth	Strata	Soil / Rock Description	Sample Type & No. Depth Interval (Ft) Recovery (in)	Blow Count	Moisture Content (%)	Unconfined Compressive Strength (TSF)	Notes & Test Results
	0.0		Approximately 12" of Topsoil					Unconfined compressive strength of soil samples estimated using a calibrated penetrometer.
	1.0		Silty Clay, Trace Sand and Gravel, black, brown and gray, stiff to hard (CL FILL)	SS-1 1.0' - 2.5' 12" Recovery	3 3 4	24.7	4.5+	**Dry Density:** 1.0' - 2.5' = 94.1 lbs./ft³
	2.0							
	3.0							
	4.0		Saturated	SS-2 3.5' - 5.0' 18" Recovery	2 2 2	25.0	2.5	
	5.0							
	6.0		Saturated	SS-3 6.0' - 7.5' 18" Recovery	0 2 2	26.6	1.5	
	7.0							
	8.0							
	9.0		Silty Clay, Trace Sand and Gravel, brown and gray, hard (CL)	SS-4 8.5' - 10.0' 18" Recovery	4 5 5	20.1	4.5+	
	10.0							
	11.0							
	12.0							
	13.0							
	14.0		Silty Clay, Trace Sand and Gravel, gray, hard (CL)	SS-5 13.5' - 15.0' 18" Recovery	6 7 7	16.8	4.5+	
	15.0							
	16.0							
	17.0							
	18.0							
	19.0			SS-6 18.5' - 20.0' 18" Recovery	7 9 10	14.1	4.5+	
	20.0		END of BORING at 20 Feet					

Drilling Contractor: CGMT, Inc.
Drilling Method: 3¼" O.D. H.S.A. Split Spoon Sampling
Drilling Equipment: CME-45C Truck Mounted Drill Rig
REVIEWED BY: NPW

Water Level (Ft.)
During Drilling: 7 Feet
Immediately After Drilling: 7 Feet

Soil Boring Log

Construction & Geotechnical Material Testing, Inc.
60 Martin Lane, Elk Grove Village, Illinois 60007
Telephone (630) 595-1111 ♦ Fax (630) 595-1110

Soil Boring Prepared for:
Ms. Elizabeth Cerny, AIA
FGM Architects, Inc.
1211 W. 22nd Street, Suite 700
Oak Brook, Illinois 60523

Boring No.: B-02
Date: Monday, April 14, 2025
Project: DuDot 140 Building
140 N. County Farm Road
Wheaton, Illinois 60187
Project No.: 25G0239
Boring Location: See Boring Location Diagram
Logged By: B.A.S.
Ground Elevation:

Elevation	Depth	Strata	Soil / Rock Description	Sample Type & No. Depth Interval (Ft) Recovery (in)	Blow Count	Moisture Content (%)	Unconfined Compressive Strength (TSF)	Notes & Test Results
	0.0		Approximately 10" of Topsoil					Unconfined compressive strength of soil samples estimated using a calibrated penetrometer.
	1.0		Silty Clay, Trace Sand and Gravel, black, brown and gray, very stiff (CL FILL)	SS-1 1.0' - 2.5' 18" Recovery	5 5 5	18.0	3.5	**Dry Density:** 1.0' - 2.5' = 108.3 lbs./ft³
	2.0							
	3.0							
	4.0		Saturated	SS-2 3.5' - 5.0' 18" Recovery	2 2 2	25.9	2.5	**Dry Density:** 3.5' - 5.0' = 99.4 lbs./ft³
	5.0							
	6.0		Silty Clay, Trace Sand and Gravel, brown and gray, very stiff (CL)	SS-3 6.0' - 7.5' 18" Recovery	3 3 3	16.7	2.75	
	7.0							
	8.0							
	9.0			SS-4 8.5' - 10.0' 18" Recovery	3 4 5	16.4	3.5	
	10.0							
	11.0							
	12.0							
	13.0							
	14.0		Silty Clay, Trace Sand and Gravel, gray, hard (CL)	SS-5 13.5' - 15.0' 18" Recovery	4 5 6	16.2	4.5+	
	15.0							
	16.0							
	17.0							
	18.0							
	19.0			SS-6 18.5' - 20.0' 18" Recovery	4 5 6	17.6	2.5	
	20.0		END of BORING at 20 Feet					

Drilling Contractor: CGMT, Inc.
Drilling Method: 3¼" O.D. H.S.A. Split Spoon Sampling
Drilling Equipment: CME-45C Truck Mounted Drill Rig
REVIEWED BY: NPW

Water Level (Ft.)
During Drilling: None
Immediately After Drilling: None

Soil Boring Log

Construction & Geotechnical Material Testing, Inc.

60 Martin Lane, Elk Grove Village, Illinois 60007
Telephone (630) 595-1111 ♦ Fax (630) 595-1110

Soil Boring Prepared for:
Ms. Elizabeth Cerny, AIA
FGM Architects, Inc.
1211 W. 22nd Street, Suite 700
Oak Brook, Illinois 60523

Boring No.: B-03
Date: Monday, April 14, 2025
Project: DuDot 140 Building
140 N. County Farm Road
Wheaton, Illinois 60187
Project No.: 25G0239
Boring Location: See Boring Location Diagram
Logged By: B.A.S.
Ground Elevation:

Elevation	Depth	Strata	Soil / Rock Description	Sample Type & No. Depth Interval (Ft) Recovery (in)	Blow Count	Moisture Content (%)	Unconfined Compressive Strength (TSF)	Notes & Test Results
	0.0		Approximately 8" of Topsoil					Unconfined compressive strength of soil samples estimated using a calibrated penetrometer.
	1.0		Silty Clay, Trace Sand and Gravel, black, brown and gray, stiff to very stiff (CL FILL)	SS-1 1.0' - 2.5' 18" Recovery	3 2 2	15.7	3.5	**Dry Density:** 1.0' - 2.5' = 113.0 lbs./ft³
	2.0							
	3.0							
	4.0			SS-2 3.5' - 5.0' 12" Recovery	2 2 3	24.7	3.0	**Dry Density:** 3.5' - 5.0' = 99.6 lbs./ft³
	5.0							
	6.0		Saturated	SS-3 6.0' - 7.5' 18" Recovery	0 1 2	28.0	1.75	
	7.0							
	8.0							
	9.0		Silty Clay, Trace Sand and Gravel, brown and gray, stiff (CL)	SS-4 8.5' - 10.0' 18" Recovery	1 2 3	20.1	1.5	
	10.0							
	11.0							
	12.0							
	13.0							
	14.0		Silty Clay, Trace Sand and Gravel, gray, very stiff to hard (CL)	SS-5 13.5' - 15.0' 18" Recovery	2 3 4	16.9	3.25	
	15.0							
	16.0							
	17.0							
	18.0							
	19.0			SS-6 18.5' - 20.0' 18" Recovery	3 5 7	19.8	4.5+	
	20.0		END of BORING at 20 Feet					

Drilling Contractor: CGMT, Inc.
Drilling Method: 3¼" O.D. H.S.A. Split Spoon Sampling
Drilling Equipment: CME-45C Truck Mounted Drill Rig
REVIEWED BY: NPW

Water Level (Ft.)
During Drilling: 8 Feet
Immediately After Drilling: 6 Feet

Soil Boring Log

Construction & Geotechnical Material Testing, Inc.
60 Martin Lane, Elk Grove Village, Illinois 60007
Telephone (630) 595-1111 ♦ Fax (630) 595-1110

Soil Boring Prepared for:
Ms. Elizabeth Cerny, AIA
FGM Architects, Inc.
1211 W. 22nd Street, Suite 700
Oak Brook, Illinois 60523

Boring No.: B-04
Date: Monday, April 14, 2025
Project: DuDot 140 Building
140 N. County Farm Road
Wheaton, Illinois 60187
Project No.: 25G0239
Boring Location: See Boring Location Diagram
Logged By: B.A.S.
Ground Elevation:

Elevation	Depth	Strata	Soil / Rock Description	Sample Type & No. Depth Interval (Ft) Recovery (in)	Blow Count	Moisture Content (%)	Unconfined Compressive Strength (TSF)	Notes & Test Results
	0.0		Approximately 13" of Topsoil					Unconfined compressive strength of soil samples estimated using a calibrated penetrometer.
	1.0		Silty Clay, Trace Sand and Gravel, black, brown and gray, very stiff to hard (CL FILL)	SS-1 1.0' - 2.5' 18" Recovery	3 3 3	15.0	4.5+	
	2.0							
	3.0							
	4.0		Saturated	SS-2 3.5' - 5.0' 18" Recovery	2 2 3	25.2	3.0	**Dry Density:** 3.5' - 5.0' = 98.3 lbs./ft³
	5.0							
	6.0		Silty Clay, Trace Sand and Gravel, brown and gray, very stiff (CL)	SS-3 6.0' - 7.5' 18" Recovery	0 2 2	19.4	3.0	
	7.0							
	8.0							
	9.0			SS-4 8.5' - 10.0' 18" Recovery	3 3 4	22.9	3.5	
	10.0							
	11.0							
	12.0							
	13.0							
	14.0		Silty Clay, Trace Sand and Gravel, gray, hard (CL)	SS-5 13.5' - 15.0' 18" Recovery	4 6 7	15.0	4.0	
	15.0		END of BORING at 15 Feet					
	16.0							
	17.0							
	18.0							
	19.0							
	20.0							

Drilling Contractor: CGMT, Inc.
Drilling Method: 3¼" O.D. H.S.A. Split Spoon Sampling
Drilling Equipment: CME-45C Truck Mounted Drill Rig
REVIEWED BY: NPW

Water Level (Ft.)
During Drilling: 7 Feet
Immediately After Drilling: 5 Feet

Soil Boring Log

Construction & Geotechnical Material Testing, Inc.
60 Martin Lane, Elk Grove Village, Illinois 60007
Telephone (630) 595-1111 ♦ Fax (630) 595-1110

Soil Boring Prepared for:
Ms. Elizabeth Cerny, AIA
FGM Architects, Inc.
1211 W. 22nd Street, Suite 700
Oak Brook, Illinois 60523

Boring No.: B-05
Date: Monday, April 14, 2025
Project: DuDot 140 Building
140 N. County Farm Road
Wheaton, Illinois 60187
Project No.: 25G0239
Boring Location: See Boring Location Diagram
Logged By: B.A.S.
Ground Elevation:

Elevation	Depth	Strata	Soil / Rock Description	Sample Type & No. Depth Interval (Ft) Recovery (in)	Blow Count	Moisture Content (%)	Unconfined Compressive Strength (TSF)	Notes & Test Results
	0.0		Approximately 12" of Topsoil					Unconfined compressive strength of soil samples estimated using a calibrated penetrometer.
	1.0		Silty Clay, Trace Sand and Gravel, black, brown and gray, very stiff to hard (CL FILL)	SS-1 1.0' - 2.5' 8" Recovery	4 5 6	21.9	4.5+	
	2.0							
	3.0							
	4.0			SS-2 3.5' - 5.0' 12" Recovery	2 2 2	24.2	2.5	**Dry Density:** 3.5' - 5.0' = 98.8 lbs./ft³
	5.0							
	6.0		Silty Clay, Trace Sand and Gravel, brown and gray, very stiff (CL)	SS-3 6.0' - 7.5' 18" Recovery	2 2 2	20.2	3.0	
	7.0							
	8.0							
	9.0			SS-4 8.5' - 10.0' 18" Recovery	3 3 3	16.5	3.0	
	10.0		END of BORING at 10 Feet					
	11.0							
	12.0							
	13.0							
	14.0							
	15.0							
	16.0							
	17.0							
	18.0							
	19.0							
	20.0							

Drilling Contractor: CGMT, Inc.
Drilling Method: 3¼" O.D. H.S.A. Split Spoon Sampling
Drilling Equipment: CME-45C Truck Mounted Drill Rig
REVIEWED BY: NPW

Water Level (Ft.)
During Drilling: None
Immediately After Drilling: None

Soil Boring Log

Construction & Geotechnical Material Testing, Inc.
60 Martin Lane, Elk Grove Village, Illinois 60007
Telephone (630) 595-1111 ♦ Fax (630) 595-1110

Soil Boring Prepared for:
Ms. Elizabeth Cerny, AIA
FGM Architects, Inc.
1211 W. 22nd Street, Suite 700
Oak Brook, Illinois 60523

Boring No.: B-06
Date: Monday, April 14, 2025
Project: DuDot 140 Building
140 N. County Farm Road
Wheaton, Illinois 60187
Project No.: 25G0239
Boring Location: See Boring Location Diagram
Logged By: B.A.S.
Ground Elevation:

Elevation	Depth	Strata	Soil / Rock Description	Sample Type & No. Depth Interval (Ft) Recovery (in)	Blow Count	Moisture Content (%)	Unconfined Compressive Strength (TSF)	Notes & Test Results
	0.0		Approximately 18" of Topsoil					Unconfined compressive strength of soil samples estimated using a calibrated penetrometer.
	1.0			SS-1	3	-	-	
			Silty Clay, Trace Sand and Gravel, black, brown and gray, very stiff (CL FILL)	1.0' - 2.5'	4	26.5	3.75	
	2.0			18" Recovery	4			
			Saturated					
	3.0							
				SS-2	2			**Dry Density:**
	4.0		Saturated	3.5' - 5.0'	3	26.4	3.5	3.5' - 5.0' = 94.5 lbs./ft³
				18" Recovery	4			
	5.0							
	6.0			SS-3	2			
			Saturated	6.0' - 7.5'	2	27.5	3.5	
	7.0			18" Recovery	3			
	8.0							
			Silty Clay, Trace Sand and Gravel, gray, very stiff to hard (CL)	SS-4	4			
	9.0			8.5' - 10.0'	4	17.0	3.25	
				18" Recovery	6			
	10.0							
	11.0							
	12.0							
	13.0							
				SS-5	5			
	14.0			13.5' - 15.0'	7	18.1	4.25	
				18" Recovery	9			
	15.0		END of BORING at 15 Feet					
	16.0							
	17.0							
	18.0							
	19.0							
	20.0							

Drilling Contractor: CGMT, Inc.
Drilling Method: 3¼" O.D. H.S.A. Split Spoon Sampling
Drilling Equipment: CME-45C Truck Mounted Drill Rig
REVIEWED BY: NPW

Water Level (Ft.)
During Drilling: 7 Feet
Immediately After Drilling: 11 Feet

Soil Boring Log

Construction & Geotechnical Material Testing, Inc.
60 Martin Lane, Elk Grove Village, Illinois 60007
Telephone (630) 595-1111 ♦ Fax (630) 595-1110

Soil Boring Prepared for:
Ms. Elizabeth Cerny, AIA
FGM Architects, Inc.
1211 W. 22nd Street, Suite 700
Oak Brook, Illinois 60523

Boring No.: B-07
Date: Friday, April 18, 2025
Project: DuDot 140 Building
140 N. County Farm Road
Wheaton, Illinois 60187
Project No.: 25G0239
Boring Location: See Boring Location Diagram
Logged By: B.A.S.
Ground Elevation:

Elevation	Depth	Strata	Soil / Rock Description	Sample Type & No. Depth Interval (Ft) Recovery (in)	Blow Count	Moisture Content (%)	Unconfined Compressive Strength (TSF)	Notes & Test Results
	0.0		Approximately 13" of Topsoil					Unconfined compressive strength of soil samples estimated using a calibrated penetrometer.
	1.0		Silty Clay, Trace Sand and Gravel, black, brown and gray, very stiff to hard (CL FILL)	SS-1 1.0' - 2.5' 18" Recovery	4 6 7	20.5	4.5+	
	2.0							
	3.0							
	4.0			SS-2 3.5' - 5.0' 18" Recovery	4 4 6	22.4	4.5+	
	5.0							
	6.0			SS-3 6.0' - 7.5' 18" Recovery	3 4 5	23.1	3.0	
	7.0							
	8.0							
	9.0		Silty Clay, Trace Sand and Gravel, gray, very stiff to hard (CL)	SS-4 8.5' - 10.0' 18" Recovery	5 6 7	20.9	3.5	
	10.0							
	11.0							
	12.0							
	13.0							
	14.0			SS-5 13.5' - 15.0' 18" Recovery	4 5 7	20.2	4.0	
	15.0							
	16.0							
	17.0							
	18.0							
	19.0		Sand and Gravel, gray, medium dense (SP-GP)	SS-6 18.5' - 20.0' 18" Recovery	4 6 8	8.7	-	
	20.0							

Drilling Contractor: CGMT, Inc.
Drilling Method: 3¼" O.D. H.S.A. Split Spoon Sampling
Drilling Equipment: CME-45C Truck Mounted Drill Rig
REVIEWED BY: NPW

Water Level (Ft.)
During Drilling: None
Immediately After Drilling: 23 Feet

Soil Boring Log

Construction & Geotechnical Material Testing, Inc.
60 Martin Lane, Elk Grove Village, Illinois 60007
Telephone (630) 595-1111 ♦ Fax (630) 595-1110

Soil Boring Prepared for:
Ms. Elizabeth Cerny, AIA
FGM Architects, Inc.
1211 W. 22nd Street, Suite 700
Oak Brook, Illinois 60523

Boring No.: B-07
Date: Friday, April 18, 2025
Project: DuDot 140 Building
140 N. County Farm Road
Wheaton, Illinois 60187
Project No.: 25G0239
Boring Location: See Boring Location Diagram
Logged By: B.A.S.
Ground Elevation:

Elevation	Depth	Strata	Soil / Rock Description	Sample Type & No. Depth Interval (Ft) Recovery (in)	Blow Count	Moisture Content (%)	Unconfined Compressive Strength (TSF)	Notes & Test Results
	20.0		Sand and Gravel, gray, medium dense (SP-GP)					Unconfined compressive strength of soil samples estimated using a calibrated penetrometer.
	21.0							
	22.0							
	23.0							
	24.0			SS-7 23.5' - 25.0' 12" Recovery	10 10 12	5.0	-	
	25.0		END of BORING at 25 Feet					
	26.0							
	27.0							
	28.0							
	29.0							
	30.0							
	31.0							
	32.0							
	33.0							
	34.0							
	35.0							
	36.0							
	37.0							
	38.0							
	39.0							
	40.0							

Drilling Contractor: CGMT, Inc.
Drilling Method: 3¼" O.D. H.S.A. Split Spoon Sampling
Drilling Equipment: CME-45C Truck Mounted Drill Rig
REVIEWED BY: NPW

Water Level (Ft.)
During Drilling: None
Immediately After Drilling: 23 Feet

Soil Boring Log

Construction & Geotechnical Material Testing, Inc.
60 Martin Lane, Elk Grove Village, Illinois 60007
Telephone (630) 595-1111 ♦ Fax (630) 595-1110

Soil Boring Prepared for:
Ms. Elizabeth Cerny, AIA
FGM Architects, Inc.
1211 W. 22nd Street, Suite 700
Oak Brook, Illinois 60523

Boring No.: B-08
Date: Friday, April 18, 2025
Project: DuDot 140 Building
140 N. County Farm Road
Wheaton, Illinois 60187
Project No.: 25G0239
Boring Location: See Boring Location Diagram
Logged By: B.A.S.
Ground Elevation:

Elevation	Depth	Strata	Soil / Rock Description	Sample Type & No. Depth Interval (Ft) Recovery (in)	Blow Count	Moisture Content (%)	Unconfined Compressive Strength (TSF)	Notes & Test Results
	0.0		Approximately 10" of Topsoil					Unconfined compressive strength of soil samples estimated using a calibrated penetrometer.
	1.0		Silty Clay, Trace Sand and Gravel, black, brown and gray, very stiff (CL FILL)	SS-1 1.0' - 2.5' 18" Recovery	3 4 4	25.2	2.75	
	2.0		Saturated					
	3.0							
	4.0		Silty Clay, Trace Sand and Gravel, brown and gray, very stiff to hard (CL)	SS-2 3.5' - 5.0' 18" Recovery	3 2 2	16.1	2.5	
	5.0							
	6.0			SS-3 6.0' - 7.5' 18" Recovery	3 4 5	19.9	4.5+	
	7.0							
	8.0							
	9.0			SS-4 8.5' - 10.0' 18" Recovery	3 3 2	16.2	3.25	
	10.0							
	11.0							
	12.0							
	13.0							
	14.0		Silty Clay, Trace Sand and Gravel, gray, stiff to very stiff (CL)	SS-5 13.5' - 15.0' 18" Recovery	3 4 4	17.5	3.5	
	15.0							
	16.0							
	17.0							
	18.0							
	19.0			SS-6 18.5' - 20.0' 10" Recovery	5 5 6	17.8	1.25	
	20.0							

Drilling Contractor: CGMT, Inc.
Drilling Method: 3¼" O.D. H.S.A. Split Spoon Sampling
Drilling Equipment: CME-45C Truck Mounted Drill Rig
REVIEWED BY: NPW

Water Level (Ft.)
During Drilling: None
Immediately After Drilling: 22 Feet

Soil Boring Log

Construction & Geotechnical Material Testing, Inc.
60 Martin Lane, Elk Grove Village, Illinois 60007
Telephone (630) 595-1111 ♦ Fax (630) 595-1110

Soil Boring Prepared for:
Ms. Elizabeth Cerny, AIA
FGM Architects, Inc.
1211 W. 22nd Street, Suite 700
Oak Brook, Illinois 60523

Boring No.: B-08
Date: Friday, April 18, 2025
Project: DuDot 140 Building
140 N. County Farm Road
Wheaton, Illinois 60187
Project No.: 25G0239
Boring Location: See Boring Location Diagram
Logged By: B.A.S.
Ground Elevation:

Elevation	Depth	Strata	Soil / Rock Description	Sample Type & No. Depth Interval (Ft) Recovery (in)	Blow Count	Moisture Content (%)	Unconfined Compressive Strength (TSF)	Notes & Test Results
	20.0		Silty Clay, Trace Sand and Gravel, gray, stiff to very stiff (CL)					Unconfined compressive strength of soil samples estimated using a calibrated penetrometer.
	21.0							
	22.0							
	23.0							
	24.0			SS-7 23.5' - 25.0' 18" Recovery	5 9 10	16.8	3.25	
	25.0		END of BORING at 25 Feet					
	26.0							
	27.0							
	28.0							
	29.0							
	30.0							
	31.0							
	32.0							
	33.0							
	34.0							
	35.0							
	36.0							
	37.0							
	38.0							
	39.0							
	40.0							

Drilling Contractor: CGMT, Inc.
Drilling Method: 3¼" O.D. H.S.A. Split Spoon Sampling
Drilling Equipment: CME-45C Truck Mounted Drill Rig
REVIEWED BY: NPW

Water Level (Ft.)
During Drilling: None
Immediately After Drilling: 22 Feet

Soil Boring Log

Construction & Geotechnical Material Testing, Inc.
60 Martin Lane, Elk Grove Village, Illinois 60007
Telephone (630) 595-1111 ♦ Fax (630) 595-1110

Soil Boring Prepared for:
Ms. Elizabeth Cerny, AIA
FGM Architects, Inc.
1211 W. 22nd Street, Suite 700
Oak Brook, Illinois 60523

Boring No.: B-09
Date: Friday, April 18, 2025
Project: DuDot 140 Building
140 N. County Farm Road
Wheaton, Illinois 60187
Project No.: 25G0239
Boring Location: See Boring Location Diagram
Logged By: B.A.S.
Ground Elevation:

Elevation	Depth	Strata	Soil / Rock Description	Sample Type & No. Depth Interval (Ft) Recovery (in)	Blow Count	Moisture Content (%)	Unconfined Compressive Strength (TSF)	Notes & Test Results
	0.0		Approximately 12" of Topsoil					Unconfined compressive strength of soil samples estimated using a calibrated penetrometer.
	1.0		Silty Clay, Trace Sand and Gravel, black, brown and gray, very stiff to hard (CL FILL)	SS-1 1.0' - 2.5' 18" Recovery	6 7 8	12.4	4.5+	
	2.0							
	3.0							
	4.0			SS-2 3.5' - 5.0' 18" Recovery	3 3 3	23.8	3.5	**Dry Density:** 3.5' - 5.0' = 96.8 lbs./ft³
	5.0							
	6.0			SS-3 6.0' - 7.5' 18" Recovery	2 2 1	28.2	2.0	
	7.0							
	8.0							
	9.0		Silty Clay, Trace Sand and Gravel, brown and gray, hard (CL)	SS-4 8.5' - 10.0' 18" Recovery	2 3 4	16.5	4.5+	
	10.0							
	11.0							
	12.0							
	13.0							
	14.0			SS-5 13.5' - 15.0' 18" Recovery	6 7 11	15.2	4.5+	
	15.0							
	16.0							
	17.0							
	18.0							
	19.0		Silty Clay, Trace Sand and Gravel, gray, very stiff to hard (CL)	SS-6 18.5' - 20.0' 18" Recovery	7 9 10	16.8	4.5+	
	20.0							

Drilling Contractor:	CGMT, Inc.	**Water Level (Ft.)**	
Drilling Method:	3¼" O.D. H.S.A. Split Spoon Sampling	**During Drilling:**	10 Feet
Drilling Equipment:	CME-45C Truck Mounted Drill Rig	**Immediately After Drilling:**	11 Feet
	REVIEWED BY: NPW		

Soil Boring Log

Construction & Geotechnical Material Testing, Inc.
60 Martin Lane, Elk Grove Village, Illinois 60007
Telephone (630) 595-1111 ♦ Fax (630) 595-1110

Soil Boring Prepared for:
Ms. Elizabeth Cerny, AIA
FGM Architects, Inc.
1211 W. 22nd Street, Suite 700
Oak Brook, Illinois 60523

Boring No.: B-09
Date: Friday, April 18, 2025
Project: DuDot 140 Building
140 N. County Farm Road
Wheaton, Illinois 60187
Project No.: 25G0239
Boring Location: See Boring Location Diagram
Logged By: B.A.S.
Ground Elevation:

Elevation	Depth	Strata	Soil / Rock Description	Sample Type & No. Depth Interval (Ft) Recovery (in)	Blow Count	Moisture Content (%)	Unconfined Compressive Strength (TSF)	Notes & Test Results
	20.0		Silty Clay, Trace Sand and Gravel, gray, very stiff to hard (CL)					Unconfined compressive strength of soil samples estimated using a calibrated penetrometer.
	21.0							
	22.0							
	23.0							
	24.0			SS-7 23.5' - 25.0' 18" Recovery	5 7 10	17.1	3.0	
	25.0		END of BORING at 25 Feet					
	26.0							
	27.0							
	28.0							
	29.0							
	30.0							
	31.0							
	32.0							
	33.0							
	34.0							
	35.0							
	36.0							
	37.0							
	38.0							
	39.0							
	40.0							

Drilling Contractor: CGMT, Inc.
Drilling Method: 3¼" O.D. H.S.A. Split Spoon Sampling
Drilling Equipment: CME-45C Truck Mounted Drill Rig
REVIEWED BY: NPW

Water Level (Ft.)
During Drilling: 10 Feet
Immediately After Drilling: 11 Feet

Soil Boring Log

Construction & Geotechnical Material Testing, Inc.
60 Martin Lane, Elk Grove Village, Illinois 60007
Telephone (630) 595-1111 ♦ Fax (630) 595-1110

Boring No.: **B-10**
Date: Monday, April 14, 2025
Project: DuDot 140 Building
140 N. County Farm Road
Wheaton, Illinois 60187
Project No.: 25G0239
Boring Location: See Boring Location Diagram
Logged By: B.A.S.
Ground Elevation:

Soil Boring Prepared for:
Ms. Elizabeth Cerny, AIA
FGM Architects, Inc.
1211 W. 22nd Street, Suite 700
Oak Brook, Illinois 60523

Elevation	Depth	Strata	Soil / Rock Description	Sample Type & No. Depth Interval (Ft) Recovery (in)	Blow Count	Moisture Content (%)	Unconfined Compressive Strength (TSF)	Notes & Test Results
	0.0		Approximately 14" of Gravel, Trace Sand (GP FILL)					Unconfined compressive strength of soil samples estimated using a calibrated penetrometer.
	1.0		Silty Clay, Trace Sand and Gravel, brown and gray, hard (CL)	SS-1 1.0' - 2.5' 18" Recovery	3 6 6	16.9	4.5+	
	2.0							
	3.0							
	4.0			SS-2 3.5' - 5.0' 18" Recovery	4 6 8	17.5	4.5+	
	5.0							
	6.0			SS-3 6.0' - 7.5' 18" Recovery	5 6 10	16.8	4.5+	
	7.0							
	8.0							
	9.0		Silty Clay, Trace Sand and Gravel, gray, hard (CL)	SS-4 8.5' - 10.0' 18" Recovery	4 6 8	16.2	4.5+	
	10.0							
	11.0							
	12.0							
	13.0							
	14.0			SS-5 13.5' - 15.0' 18" Recovery	4 5 6	15.1	3.5	
	15.0							
	16.0							
	17.0							
	18.0							
	19.0			SS-6 18.5' - 20.0' 18" Recovery	4 5 5	17.7	3.25	
	20.0		END of BORING at 20 Feet					

Drilling Contractor: CGMT, Inc.
Drilling Method: 3¼" O.D. H.S.A. Split Spoon Sampling
Drilling Equipment: CME-45C Truck Mounted Drill Rig
REVIEWED BY: NPW

Water Level (Ft.)
During Drilling: None
Immediately After Drilling: None

Soil Boring Log

Construction & Geotechnical Material Testing, Inc.

60 Martin Lane, Elk Grove Village, Illinois 60007
Telephone (630) 595-1111 ♦ Fax (630) 595-1110

Boring No.: **B-11**

Date: Friday, April 18, 2025

Project: DuDot 140 Building
140 N. County Farm Road
Wheaton, Illinois 60187

Project No.: 25G0239

Boring Location: See Boring Location Diagram

Logged By: B.A.S.

Ground Elevation:

Soil Boring Prepared for:
Ms. Elizabeth Cerny, AIA
FGM Architects, Inc.
1211 W. 22nd Street, Suite 700
Oak Brook, Illinois 60523

Elevation	Depth	Strata	Soil / Rock Description	Sample Type & No. Depth Interval (Ft) Recovery (in)	Blow Count	Moisture Content (%)	Unconfined Compressive Strength (TSF)	Notes & Test Results
	0.0		Approximately 4" of Gravel, Trace Sand (GP FILL)					Unconfined compressive strength of soil samples estimated using a calibrated penetrometer.
	1.0		Silty Clay, Trace Sand and Gravel, brown and gray, hard (CL)	SS-1 1.0' - 2.5' 18" Recovery	3 4 5	14.7	4.0	
	2.0							
	3.0							
	4.0			SS-2 3.5' - 5.0' 18" Recovery	5 5 5	15.9	4.5+	
	5.0							
	6.0			SS-3 6.0' - 7.5' 18" Recovery	5 7 10	16.3	4.5+	
	7.0							
	8.0							
	9.0			SS-4 8.5' - 10.0' 18" Recovery	5 8 9	16.1	4.5+	
	10.0							
	11.0							
	12.0							
	13.0							
	14.0		Silty Clay, Trace Sand and Gravel, gray, hard (CL)	SS-5 13.5' - 15.0' 18" Recovery	5 5 7	15.5	4.5+	
	15.0		END of BORING at 15 Feet					
	16.0							
	17.0							
	18.0							
	19.0							
	20.0							

Drilling Contractor: CGMT, Inc.

Drilling Method: 3¼" O.D. H.S.A. Split Spoon Sampling

Drilling Equipment: CME-45C Truck Mounted Drill Rig

REVIEWED BY: NPW

Water Level (Ft.)

During Drilling: None

Immediately After Drilling: None

Soil Boring Log

Construction & Geotechnical Material Testing, Inc.
60 Martin Lane, Elk Grove Village, Illinois 60007
Telephone (630) 595-1111 ♦ Fax (630) 595-1110

Boring No.: **B-12**
Date: Friday, April 18, 2025
Project: DuDot 140 Building
140 N. County Farm Road
Wheaton, Illinois 60187
Project No.: 25G0239
Boring Location: See Boring Location Diagram
Logged By: B.A.S.
Ground Elevation:

Soil Boring Prepared for:
Ms. Elizabeth Cerny, AIA
FGM Architects, Inc.
1211 W. 22nd Street, Suite 700
Oak Brook, Illinois 60523

Elevation	Depth	Strata	Soil / Rock Description	Sample Type & No. Depth Interval (Ft) Recovery (in)	Blow Count	Moisture Content (%)	Unconfined Compressive Strength (TSF)	Notes & Test Results
	0.0		Approximately 12" of Gravel, Trace Sand (GP FILL)					Unconfined compressive strength of soil samples estimated using a calibrated penetrometer.
	1.0		Silty Clay, Trace Sand and Gravel, black, brown and gray, very stiff (CL FILL)	SS-1 1.0' - 2.5' 18" Recovery	3 3 3	23.6	3.5	**Dry Density:** 1.0' - 2.5' = 97.7 lbs./ft³
	2.0							
	3.0		Silty Clay, Trace Sand and Gravel, brown and gray, very stiff (CL)	SS-2 3.5' - 5.0' 18" Recovery	3 3 2	18.8	2.5	
	4.0							
	5.0							
	6.0			SS-3 6.0' - 7.5' 18" Recovery	3 4 5	18.5	3.5	
	7.0							
	8.0							
	9.0			SS-4 8.5' - 10.0' 18" Recovery	3 3 4	19.7	3.0	
	10.0		END of BORING at 10 Feet					
	11.0							
	12.0							
	13.0							
	14.0							
	15.0							
	16.0							
	17.0							
	18.0							
	19.0							
	20.0							

Drilling Contractor: CGMT, Inc.
Drilling Method: 3¼" O.D. H.S.A. Split Spoon Sampling
Drilling Equipment: CME-45C Truck Mounted Drill Rig
REVIEWED BY: NPW

Water Level (Ft.)
During Drilling: None
Immediately After Drilling: None

Soil Boring Log

Construction & Geotechnical Material Testing, Inc.
60 Martin Lane, Elk Grove Village, Illinois 60007
Telephone (630) 595-1111 ♦ Fax (630) 595-1110

Boring No.: **B-13**
Date: Friday, April 18, 2025
Project: DuDot 140 Building
140 N. County Farm Road
Wheaton, Illinois 60187
Project No.: 25G0239
Boring Location: See Boring Location Diagram
Logged By: B.A.S.
Ground Elevation:

Soil Boring Prepared for:
Ms. Elizabeth Cerny, AIA
FGM Architects, Inc.
1211 W. 22nd Street, Suite 700
Oak Brook, Illinois 60523

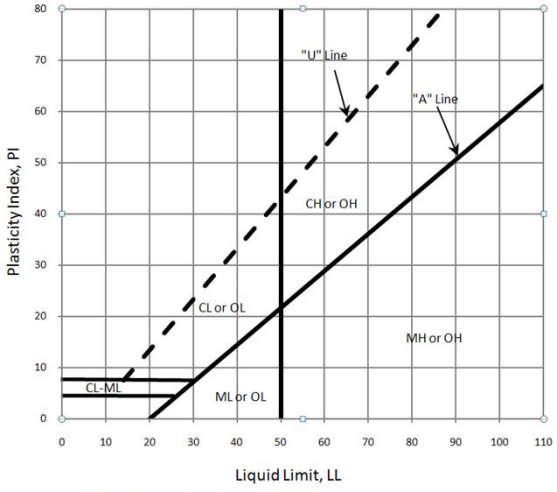
Elevation	Depth	Strata	Soil / Rock Description	Sample Type & No. Depth Interval (Ft) Recovery (in)	Blow Count	Moisture Content (%)	Unconfined Compressive Strength (TSF)	Notes & Test Results
	0.0		Approximately 6" of Gravel, Trace Sand (GP FILL)					Unconfined compressive strength of soil samples estimated using a calibrated penetrometer.
	1.0		Silty Clay, Trace Sand and Gravel, black, brown and gray, hard (CL FILL)	SS-1 1.0' - 2.5' 18" Recovery	3 4 5	22.4	4.5+	
	2.0							
	3.0		Silty Clay, Trace Sand and Gravel, brown and gray, hard (CL)	SS-2 3.5' - 5.0' 18" Recovery	3 3 5	15.3	4.0	
	4.0							
	5.0							
	6.0			SS-3 6.0' - 7.5' 18" Recovery	5 9 10	15.4	4.5+	
	7.0							
	8.0							
	9.0			SS-4 8.5' - 10.0' 18" Recovery	6 8 12	15.8	4.5+	
	10.0		END of BORING at 10 Feet					
	11.0							
	12.0							
	13.0							
	14.0							
	15.0							
	16.0							
	17.0							
	18.0							
	19.0							
	20.0							

Drilling Contractor: CGMT, Inc.
Drilling Method: 3¼" O.D. H.S.A. Split Spoon Sampling
Drilling Equipment: CME-45C Truck Mounted Drill Rig
REVIEWED BY: NPW

Water Level (Ft.)
During Drilling: None
Immediately After Drilling: None

UNITED SOIL CLASSIFICATION SYSTEM
(ASTM D-2487)

Major Division		Group Symbol	Typical Names	Classification on basis of percentage of fines	Classification Criteria
Coarse-grained soils: More than 50% retained on No. 200 sieve	Gravels: More than 50% of coarse fraction retained on No. 4 sieve	GW	Well-graded gravels and gravel-sand mixtures, little or no fines	GW, GP, SW, SP GM, GC, SM, SC Borderline classification requiring use of dual symbol	$C_u = D_{60}/D_{10}$ greater than 4 $C_z = (D_{30})^2/(D_{10}XD_{60})$ between 1 & 3
		GP	Poorly graded gravels and gravel-sand mixtures, little or no fines		Not meeting both criteria for GW
		GM	Silty gravels, gravel-sand-silt mixtures		Atterberg limits plot below "A" line or plasticity index less than 4
		GC	Clayey gravels, gravel-sand-clay mixtures		Atterberg limits plot above "A" line and plasticity index greater than 7
	Sands: More than 50% of coarse fraction passes No. 4 sieve	SW	Well-graded sands and gravelly sands, little or no fines	Less than 5% pass No. 200 sieve More than 12% pass No. 200 sieve 5% to 12% pass No. 200 sieve	$C_u = D_{60}/D_{10}$ greater than 6 $C_z = (D_{30})^2/(D_{10}XD_{60})$ between 1 & 3
		SP	Poorly graded sands and gravelly sands, little or no fines		Not meeting both criteria for SW
		SM	Silty sands, sand-silt mixtures		Atterberg limits plot below "A" line or plasticity index less than 4
		SC	Clayey sands, sand-clay mixtures		Atterberg limits plot above "A" line and plasticity index greater than 7
Fine-grained soils: 50% or more passing No. 200 sieve	Silts and Clays: Liquid limit 50% or less	ML	Inorganic silts, very fine sands, rock flour, silty or clayey fine sands	Note: U-line represents approximate upper limit of LL and PI combinations natural soils (empirically determined). ASTM D-2487	
		CL	Inorganic clays of low to medium plasticity, gravelly clays, sandy clays, silty clays, lean clays		
		OL	Organic silts and organic silty clays of low plasticity		
	Silts and Clays: Liquid limit greater than 50%	MH	Inorganic silts, micaceous or diatomaceous fine sands or silts, elastic silts		
		CH	Inorganic clays of high plasticity, fat clays		
		OH	Organic clays of medium to high plasticity		
Highly organic soils		Pt	Peat, muck and other highly organic soils		Fibrous organic matter; will char, burn or glow



Plasticity chart for the classification of fine-grained soils. Tests made on fraction finer than No. 40 sieve

Borderline classifications, used for soils possessing characteristics of two groups, are designated by combinations of group symbols. For example: GW-GC, well-graded gravel-sand mixture with clay binder

UNIFIED SOIL CLASSIFICATION SYSTEM

REFERENCE NOTES FOR BORING LOGS

I. Drilling and Sampling Symbols:

SS – Split Spoon Sampler
ST – Shelby Tube Sampler
RC – Rock Core: NX, BX, AX
PM – Pressuremeter
DC – Dutch Cone Penetrometer
RB – Rock Bit Drilling
BS – Bulk Sample of Drilling
PA – Power Auger (no sample)
HSA – Hollow Stem Auger
WS – Wash Sample

Standard Penetration (Blows/Ft) refers to the blows per foot of a 140 lb. hammer falling 30 inches on a 2 inch O.D. split spoon sampler, as specified in ASTM D-1586. The blow count is commonly referred to as the N-value.

II. Correlation of Penetration Resistances to Soil Properties:

Relative Density-Sands, Silts

SPT – N	Relative Density
0 – 3	Very Loose
4 – 9	Loose
10 – 29	Medium Dense
30 – 49	Dense
50 – 80	Very Dense

Consistency of Cohesive Soils

Unconfined Compressive Strength, Qp, tsf	Consistency
under 0.25	Very Soft
0.25 – 0.49	Soft
0.50 – 0.99	Firm
1.00 – 1.99	Stiff
2.00 – 3.99	Very Stiff
4.00 – 8.00	Hard
over 8.00	Very Hard

III Unified Soil Classification Symbols:

GP – Poorly Graded Gravel
GW – Well Graded Gravel
GM – Silty Gravel
GC – Clayey Gravel
SP – Poorly Graded Sand
SW – Well Graded Sand
SM – Silty Sand
SC – Clayey Sand
ML – Low Plasticity Silt
MH – High Plasticity Silt
CL – Low Plasticity Clay
CH – High Plasticity Clay
OL – Low Plasticity Organic
OH – High Plasticity Organic
CL-ML – Dual Classification (Typical)

IV. Water Level Measurement Symbol:

WL – Water Level
WS – While Sampling
WD – While Drilling
BCR – Before Casing Removal
ACR – After Casing Removal
WCI – Wet Cave In
DCI – Dry Cave In

The water levels are those water levels actually measured in the borehole at the times indicated by the symbol. The measurements are relatively reliable when augering, without adding fluids, in a granular soil. In clays and plastic silts, the accurate determination of water levels may require several days for the water level to stabilize. In such cases, additional methods of measurement are generally applied.

SECTION 004100 BID FORM

TO: DuPAGE COUNTY DIVISION OF TRANSPORTATION
421 N. County Farm Road
Wheaton, Illinois 60187

FROM:

_____
_____
_____

Operating as (strike out conditions that do not apply) (an Individual,) (a Corporation, organized and existing under the law of the State of _____,) (a Partnership,) (a Joint Venture consisting of the firm of:)

_____

BASE BID PROPOSAL:

In response to your invitation to submit a proposal for the execution of all work described by the Drawings dated January 6, 2026 titled: DuDOT East Campus Site Improvements – located at 523 North County Farm Road; Wheaton, Illinois 60187, and Specifications dated: January 6, 2026 titled: DuDOT East Campus Site Improvements, and having examined the sites where the work is to be executed; and having become familiar with local conditions as they might in any way affect the cost and/or execution of the work; and having carefully examined the aforesaid drawings, specifications and other related documents and addenda thereto, the undersigned Bidder hereby proposes and agrees to provide all labor, materials, plant, equipment, transportation, and other facilities as necessary and/or required for the complete and satisfactory execution of the work for which this proposal is submitted, for the lump-sum consideration as stated hereinafter:
Bidders must show bid amount in both words and figures. In case of discrepancy, amount shown in words shall govern.

BASE PROPOSAL:
Base Bid: Bidder agrees to perform all work described and shown on the drawings for the sum of:

Base Bid _____ Dollars _____
(in figures)

VOLUNTARY ALTERNATES (not mandatory/ not required):
Owner is interested in any potential savings to ensure that this project meets budget. Any potential savings can be considered. On the following, please provide any voluntary alternates that you propose. If necessary, attached paperwork explaining proposed alternate.

Voluntary Alternate Description	Cost Savings

UNIT PRICES
UNIT PRICE NO 1:
Removal of unsatisfactory soil excavation and disposal off-site and replacement with satisfactory fill material or engineered fill from off-site:

_____ Dollars ($_____)/cu.yd.
(in writing)

ALLOWANCES:
The following allowances are to be included in the Base Bid Proposal:
Allowance No. 1 Contingency Allowance 10% of the Bid

* Allowance No 1 is not to be included in base bid by Contractor, or anywhere else in their submitted bid. This allowance will be added to the Contract amount on award by the County, and will be used by the Owner on the project. This is only being included for informational purposes.

ADDENDA ACKNOWLEDGEMENT:
The undersigned acknowledges receipt of the following addenda:

(List by number and date appearing on each addenda. If all addenda are not acknowledged, the bid will be considered irregular).

ADDENDUM No.	Date

The undersigned agrees to complete all work required by the contract as follows:

Out to Bid	January 6, 2026

PreBid Mtg & Walk Through	January 13, 2026, 2:00pm
Questions Due By	January 19, 2026, 4:00pm
Last Addendum Issued	January 21,2026, 4:00pm
Bids Due Electronically	January 27, 2026, 2:00pm
Bids Opening	January 27, 2026, 2:30pm
Anticipated County Board Approval	March 3, 2026
Anticipated Notice of Intent	March 4, 2026
Commence On Site Work on (no sooner than):	April 1, 2026
Substantial Completion (no later than):	June 1, 2026
Final Completion:	June 5, 2026

BID SECURITY:
Bid Security (10%) is attached, without endorsement, in the sum of

_____ Dollars _____

GENERAL STATEMENT:

A. The undersigned has checked all of the figures contained in this proposal and further understands that the Owner will not be responsible for any errors or omissions made therein by the undersigned

B. The undersigned agrees to assist and cooperate with the Owner in preparing the formal Contract, and shall execute same and return it to the Owner along with surety bonds and insurance certificates, as may be required by the specifications and other Contract Documents, within 10 days following its receipt.

C. The undersigned further agrees to begin work on said contract as soon as practicable after date of "Contract" or "Notice to Proceed," whichever is earlier; or, in any case the undersigned fails or neglects to appear within the specified time to execute the Contract, the undersigned will be considered as having abandoned it, and the Bid Security accompanying this proposal will be forfeited to Owner as liquidated damages for delay and loss caused to Owner by reason of such failure on the part of the undersigned.

D. It is understood that the right is reserved by Owner to reject any or all proposals, to waive all informalities and irregularities in connection therewith, and to award a contract for any part of the work or the project as a whole. It is agreed that this proposal may not be withdrawn for a period of 60 days after it has been opened, without permission to the Owner.

E. The undersigned declares that the person(s) signing this proposal is/are fully authorized to sign on behalf of the named firm and to fully bind the named firm to all the conditions and provisions thereof.

F. It is agreed that no person(s) or company other than the firm listed below or as otherwise indicated hereinafter has any interest whatsoever in this proposal or the Contract that may be entered into as a result thereof, and that in all respects the proposal is legal and fair, submitted in good faith, without collusion or fraud.

G. It is agreed that the undersigned has complied or will comply with all requirements concerning licensing and with all other local, state, and national laws, and that no legal requirements has been or will be violated in making or accepting this proposal, in awarding the Contract to him, or in the prosecution of the work required thereunder.

H. The Local Government Prompt Payment Act, 50 ILCS 505/1 et seq. applies to this Contract. Any terms in this Contract that conflict with said Act are void.

I. All contractors submitting bids must provide its Apprenticeship or Training Program Certification and United States Department of Labor's Certification for the type(s) of work or craft involved in the project as enacted by DuPage County Ordinance .

J. All contractors submitting bids must complete DuPage County's Required Vendor Ethics Disclosure Statement.

K. Awarded Contractor is obligated to comply with DuPage County's Procurement Code.

L. The Contractor certifies that the Contractor possesses the necessary licenses and is legally authorized to perform the Work where the project is located.

_____

Name of Contractor (Typed) Contractor's Signature

SUBCONTRACTOR LISTING: (By Bidders of General Construction category of work):
This proposal has been prepared using sub bids received from the firms listed below:

Classification of Work	Name of Sub-Bidder
Excavator	
Utilities	
General Trades	
Concrete	
Electrical	
Landscaping	

BIDDER SIGNATURE:

Respectfully submitted this _____ day of _____

Legal Name of Firm: _____

BY: _____

_____

_____

CERTIFICATE OF ELIGIBILITY TO CONTRACT

_____Contractor, Pursuant to section 33E-11 of the Illinois Criminal Code of 1961 as amended, hereby certifies that neither(he, she, it) nor any of (his, her, its) partners, officers, or owners of (his, her, its) business has been convicted in the past five (5) years of the offense of bid-rigging under section 33E-3 of the Illinois Criminal Code of 1961 as amended; that neither (he, she, it) nor any of (his, her, its) partners, officers or owners has ever been convicted of the offense of bid-rotating under section 33E-4 of the Illinois Criminal Code of 1961 as amended; and that neither (he, she, it) nor any of (his, her, its) partners, officers or owners has ever been convicted of bribing or attempting to bribe an officer or an employee of the State of Illinois, or has made an admission of guilt of such conduct which is a matter of record.

The Contractor, by its signature on this Contract, certifies that it has not been barred from being awarded a contract or subcontract under the Illinois Procurement Code, 30 ILCS 500/1-1, *et seq.;* and further certifies that it has not been barred from contracting with a unit of State or local government as a result of a violation of Section 33E-3 or 33E-4 of the Illinois Criminal Code (Illinois Compiled Statutes, Chapter 720, paragraph 5/33E-3); and further certifies that it has not been barred from public contracting under any Federal statute or regulation. The Contractor agrees that it shall not use any vendor or subcontractor that has been barred from being awarded a public contract, or subcontract, under Illinois or Federal law to perform work under this Contract.

Date: _____ _____

SUBSCRIBED and SWORN TO before me

This day of

_____

NOTARY PUBLIC

PREVAILING WAGE AFFIDAVIT

AFFIDAVIT: "I (we) hereby certify and affirm that if awarded a contract with_____, we will comply fully with the "Illinois Prevailing Wage Act (Ill. Rev. Stat., 1987 Ch. 48, Sections 398 s-1-12 as amended by Public Act 86-693 and 86-799 effected January 1, 1990).

The following affidavit must be signed and submitted with bidder's bid proposal. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE BIDDER.

We, (_____), as part of its bid for the (_____) work for the (_____) in (_____) County, Illinois certifies that we are not barred from bidding on the aforementioned contract as a result of a violation of Illinois Prevailing Wage Act (Ill. Ref. Stat., 1987 Ch. 48, Sections 398 s-1-12 as amended by Public Act 86-693 and 86-799 effected January 1, 1990).

Firm: _____

By: _____
(Signature)

_____
(Printed Name and Title)

SUBSCRIBED and SWORN TO before me

This _____day of _____, _____.

_____
NOTARY PUBLIC

CERTIFICATE OF COMPLIANCE WITH
ILLINOIS DRUG-FREE WORKPLACE ACT

_____, having 25 or more employees, does hereby certify Pursuant to Section 3 of the Illinois Drug-Free Workplace Act (30 ILCS 580/3) that it shall provide a drug-free workplace for all employees engaged in the performance of work under the contract by complying with the requirements of the Illinois Drug-Free Workplace Act and, further certifies that it is not ineligible for award of this contract by reason of debarment for a violation of the Illinois Drug-Free Workplace Act.

Firm:_____

By:_____
(Signature)

_____
(Printed Name & Title)
SUBSCRIBED and SWORN TO before me
This _____day of _____, _____

_____
Notary Public

CERTIFICATE REGARDING
SEXUAL HARASSMENT POLICY

_____, does hereby certify pursuant to Section 2-105 of the Illinois Human Rights Act (775 ILCS 5/2-105) that it has a written sexual harassment policy that includes, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment, utilizing examples; (iv) an internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Department of Human Rights and Human Rights Commission; (vi) directions on how to contact the Department of Human Rights and Human Rights commission; and (vii) protection against retaliation.

Firm:_____

By:_____
(Signature)

_____
(Printed Name & Title)
SUBSCRIBED and SWORN TO before me
This _____day of _____, _____

_____
Notary Public

CERTIFICATE REGARDING
EMPLOYMENT OF ILLINOIS WORKERS ON PUBLIC WORKS

_____ agrees, if at the time the Agreement is executed, or if during the term of the Agreement, there is excessive unemployment in Illinois as defined in the Employment of Illinois Workers on Public Works Act (30 ILCS 570/0/01 et. seq) as two consecutive months of unemployment exceeding 5%, then _____agrees to employ Illinois laborers in accordance with the Employment of Illinois Workers on Public Works Act. An "Illinois laborer" is defined as any person who has resided in Illinois for at least thirty (30) days and intends to become or remain an Illinois resident.

Firm:_____

By:_____
(Signature)

_____
(Printed Name & Title)
SUBSCRIBED and SWORN TO before me
This _____day of _____, _____

_____
Notary Public

CERTIFICATE REGARDING
EQUAL EMPLOYMENT OPPORTUNITY

_____ , does hereby certify pursuant to Section 2-105 of the Illinois Human Rights Act (775 ILCS 5/2-105) that it has a written equal employment opportunity policy that is in compliance with all terms and conditions of the Equal Employment Opportunity provisions of the Illinois Human Rights Act.

Firm:_____

By:_____
(Signature)

_____
(Printed Name & Title)
SUBSCRIBED and SWORN TO before me
This _____day of _____, _____

_____
Notary Public

NON-COLLUSION AFFIDAVIT

AFFIDAVIT: "I (we) hereby certify and affirm that my (our) proposal was prepared independently for this project and that it contains no fees or amounts other than that for the legitimate execution of this work as specified and that it includes no understanding or agreements in restraint of trade."

The following affidavit must be signed and submitted with bidder's bid proposal.

FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE BIDDER.

_____, as part of its bid for the _____work for the _____certifies that said Contractor is not barred from bidding on the aforementioned contract as a result of a violation of the above Non-Collusion Affidavit.

Firm:_____

By:_____
(Signature)

_____
(Printed Name & Title)
SUBSCRIBED and SWORN TO before me
This _____day of _____, _____

_____
Notary Public

END OF BID FORM

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

APPRENTICESHIP OR TRAINING PROGRAM CERTIFICATION

Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	
COMPANY NAME:	
CONTACT PERSON:	
CONTACT EMAIL:	

Section II: Participation

Does the Bidder participate in an apprenticeship or training program for the type(s) of work or craft involved in the bid/project listed above?

- ❑ Yes
- ❑ No

If "Yes", read and complete Sections III-VI as required.

If "No", please complete by signing under Section VI.

Section III: Registration

Complete the table below providing the United States Department of Labor's ("USDOL") Bureau of Apprenticeship and Training registration number in compliance with subsequent terms and conditions provided in this section. For an example of a completed form, please see Apprenticeship or Training Program Certification Example. In addition, please attach the official USDOL Certificate of Registration to the solicitation submission. For an example of an official USDOL certification please see USDOL Certification Example.

COMPANY NAME	PRIME/SUB	SPONSOR NAME	TYPE OF WORK	USDOL REGISTRATION NO.

This contract requires all Bidders and all Bidders' Subcontractors disclose participation in apprenticeship or training programs that are (i) approved by and registered with the USDOL Bureau of Apprenticeship and Training, and (ii) applicable to the work of the above indicated proposals or groups. Participating Bidders are required to complete the following certification:

- By filling out the Section III table above, the Bidder certifies that it is a participant, either as an individual or as part of a group program, in an approved apprenticeship or training program applicable to each type of work or craft that the Bidder will perform with its own employees. Exceptions for non-employees are listed in Section IV below.
- By filling out the Section III table above, the Bidder further certifies for work to be performed by subcontract that each of its Subcontractors submitted for approval either (i) is, at the time of such bid, participating in an approved, applicable apprenticeship or training program; or (ii) will, prior to commencement of performance of work pursuant to this contract, establish participation in an approved apprenticeship or training program applicable to the work of the subcontract.
- By filling out the Section III table above, the Bidder certifies the official name of each program sponsor holding the Certificate of Registration for all the types of work or crafts in which the Bidder is a participant and that will be performed by or in consultation with the Bidder's employees. Types of work or craft that will be subcontracted shall be included and listed as "subcontract work." The list shall also indicate any type of work or craft job category for which there is no applicable apprenticeship or training program available.

Section IV: Owners / Partners / Members

Please fill out the table below if any Bidder or Subcontractor individual owners, partners, or members (rather than employees) shall perform all or part of the work of the contract where prevailing rates of wages would be required.

COMPANY NAME	NAME OWNERS / PARTNERS / MEMBERS	POSITION TITLE OWNERS / PARTNERS / MEMBERS

Section V: Prime Responsibilities

The Bidder shall require this certification provision be included in all approved subcontracts. The Bidder shall be responsible for making a complete report and shall make certain that each type of work or craft job category that will be utilized on the project is accounted for and listed. At any time before or after award, the County may require the production of a copy of each applicable Certificate of Registration issued by the USDOL evidencing such participation by the Contractor and any or all its Subcontractors. To fulfill the participation requirement, it shall not be necessary that any applicable program sponsor be currently accepting, or that it will accept, applications for apprenticeship, training, or employment during the performance of the work of this contract.

Section VI: Certification

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

Printed Name: _____ Signature:_____

Title: _____ Date: _____

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:	
CONTACT PERSON:	
CONTACT EMAIL:	

Section II: Procurement Ordinance Requirements

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

Has the Bidder made contributions as described above?

- ❑ Yes
- ❑ No

If “Yes”, complete the required information in the table below.

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

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

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

- ❑ Yes
- ❑ No

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

NAME	PHONE	EMAIL

Section III: Violations

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

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

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

Ethics | DuPage Co, IL

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

ARTICLE VI. - PROCUREMENT | Code of Ordinances | DuPage County, IL | Municode Library

Section IV: Certification

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

Printed Name: _____ Signature: _____

Title: _____ Date: _____

DOCUMENT 006000 - FORMS

1.1 FORM OF AGREEMENT AND GENERAL CONDITIONS

A. The following form of Owner/Contractor Agreement and form of the General Conditions shall be used for Project:

1. AIA Document A101-2007, "Standard Form of Agreement between Owner and Contractor, Stipulated Sum."

    a. The General Conditions for Project are AIA Document A201-2007, "General Conditions of the Contract for Construction."
2. The General Conditions are included in the Project Manual.
3. Owner's document(s) bound following this Document.

1.2 ADMINISTRATIVE FORMS

A. Administrative Forms: Additional administrative forms are specified in Division 01 General Requirements.

B. Copies of AIA standard forms may be obtained from the American Institute of Architects; http://www.aia.org/contractdocs/purchase/index.htm; docspurchases@aia.org; (800) 942-7732.

C. Preconstruction Forms:

1. Form of Performance Bond and Labor and Material Bond: AIA Document A312, "Performance Bond and Payment Bond."
2. Form of Certificate of Insurance: AIA Document G715, "Supplemental Attachment for ACORD Certificate of Insurance 25-S."

D. Information and Modification Forms:

1. Form attached or Form for Requests for Information (RFIs): AIA Document G716, "Request for Information (RFI)."
2. Form of Request for Proposal: AIA Document G709, "Work Changes Proposal Request."
3. Change Order Form: AIA Document G701, "Change Order."
4. Form of Architect's Memorandum for Minor Changes in the Work: AIA Document G707, "Architect's Supplemental Instructions."
5. Form of Change Directive: AIA Document G714, "Construction Change Directive."

E. Payment Forms:

1. Schedule of Values Form: AIA Document G703, "Continuation Sheet."
2. Payment Application: AIA Document G702/703, "Application and Certificate for Payment and Continuation Sheet."

3. Form of Contractor's Affidavit: AIA Document G706, "Contractor's Affidavit of Payment of Debts and Claims."
4. Form of Affidavit of Release of Liens: AIA Document G706A, "Contractor's Affidavit of Payment of Release of Liens."
5. Form of Consent of Surety: AIA Document G707, "Consent of Surety to Final Payment."

END OF DOCUMENT 006000

DRAFT

AIA® Document A101® – 2017

Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum

AGREEMENT made as of the « » day of « » in the year « »
(In words, indicate day, month and year.)

BETWEEN the Owner:
(Name, legal status, address and other information)

«DuPage County Division of Transportation
421 County Farm Road
Wheaton, Illinois 60187
« »
« »

and the Contractor:
(Name, legal status, address and other information)

« »« »
« »
« »
« »

for the following Project:
(Name, location and detailed description)

« DOT Highway Maintenance Facility
County Project# 25-00179-36-MG »
« FGMA# 25-4226.01 »
« »

The Architect:
(Name, legal status, address and other information)

«FGMA Architects
1 Westbrook Corporate Center, Suite 1000
Westchester, IL 60154 »« »
« »
« »
« »

The Owner and Contractor agree as follows.

ADDITIONS AND DELETIONS: The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

The parties should complete A101®–2017, Exhibit A, Insurance and Bonds, contemporaneously with this Agreement. AIA Document A201®–2017, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

ELECTRONIC COPYING of any portion of this AIA® Document to another electronic file is prohibited and constitutes a violation of copyright laws as set forth in the footer of this document.

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TABLE OF ARTICLES

1 THE CONTRACT DOCUMENTS

2 THE WORK OF THIS CONTRACT

3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

4 CONTRACT SUM

5 PAYMENTS

6 DISPUTE RESOLUTION

7 TERMINATION OR SUSPENSION

8 MISCELLANEOUS PROVISIONS

9 ENUMERATION OF CONTRACT DOCUMENTS

EXHIBIT A INSURANCE AND BONDS

ARTICLE 1 THE CONTRACT DOCUMENTS

The Contract Documents consist of this Agreement, Conditions of the Contract (General, Supplementary, and other Conditions), Drawings, Specifications, Addenda issued prior to execution of this Agreement, other documents listed in this Agreement, and Modifications issued after execution of this Agreement, all of which form the Contract, and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations, or agreements, either written or oral. An enumeration of the Contract Documents, other than a Modification, appears in Article 9.

ARTICLE 2 THE WORK OF THIS CONTRACT

The Contractor shall fully execute the Work described in the Contract Documents, except as specifically indicated in the Contract Documents to be the responsibility of others.

ARTICLE 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ 3.1 The date of commencement of the Work shall be:
(Check one of the following boxes.)

[« X »] The date of this Agreement.

[« »] A date set forth in a notice to proceed issued by the Owner.

[« »] Established as follows:
(Insert a date or a means to determine the date of commencement of the Work.)

« On site work not to begin prior to April 1, 2026 »

If a date of commencement of the Work is not selected, then the date of commencement shall be the date of this Agreement.

§ 3.2 The Contract Time shall be measured from the date of commencement of the Work.

§ 3.3 Substantial Completion

§ 3.3.1 Subject to adjustments of the Contract Time as provided in the Contract Documents, the Contractor shall achieve Substantial Completion of the entire Work:
(Check one of the following boxes and complete the necessary information.)

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[« »] Not later than « » (« ») calendar days from the date of commencement of the Work.

[« X »] By the following date: «June 1,2026 »

§ 3.3.2 Subject to adjustments of the Contract Time as provided in the Contract Documents, if portions of the Work are to be completed prior to Substantial Completion of the entire Work, the Contractor shall achieve Substantial Completion of such portions by the following dates:

Portion of Work	Substantial Completion Date

§ 3.3.3 If the Contractor fails to achieve Substantial Completion as provided in this Section 3.3, liquidated damages, if any, shall be assessed as set forth in Section 4.5.

ARTICLE 4 CONTRACT SUM

§ 4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor's performance of the Contract. The Contract Sum shall be « » ($ « »), subject to additions and deductions as provided in the Contract Documents.

§ 4.2 Alternates

§ 4.2.1 Alternates, if any, included in the Contract Sum:

Item	Price

§ 4.2.2 Subject to the conditions noted below, the following alternates may be accepted by the Owner following execution of this Agreement. Upon acceptance, the Owner shall issue a Modification to this Agreement.
(Insert below each alternate and the conditions that must be met for the Owner to accept the alternate.)

Item	Price	Conditions for Acceptance

§ 4.3 Allowances, if any, included in the Contract Sum:
(Identify each allowance.)

Item	Price

§ 4.4 Unit prices, if any:
(Identify the item and state the unit price and quantity limitations, if any, to which the unit price will be applicable.)

Item	Units and Limitations	Price per Unit ($0.00)

§ 4.5 Liquidated damages, if any:
(Insert terms and conditions for liquidated damages, if any.)

« »

§ 4.6 Other:
(Insert provisions for bonus or other incentives, if any, that might result in a change to the Contract Sum.)

« »

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User Notes: (1198279022)

ARTICLE 5 PAYMENTS

§ 5.1 Progress Payments

§ 5.1.1 Based upon Applications for Payment submitted to the Architect by the Contractor and Certificates for Payment issued by the Architect, the Owner shall make progress payments on account of the Contract Sum to the Contractor as provided below and elsewhere in the Contract Documents.

§ 5.1.2 The period covered by each Application for Payment shall be one calendar month ending on the last day of the month, or as follows:

« »

§ 5.1.3 Provided that an Application for Payment is received by the Architect not later than the « -last» day of a month, the Owner shall make payment of the amount certified to the Contractor not later than the « last » day of the « following » month. If an Application for Payment is received by the Architect after the application date fixed above, payment of the amount certified shall be made by the Owner not later than « sixty » (« 60 ») days after the Architect receives the Application for Payment.
(Federal, state or local laws may require payment within a certain period of time.)

§ 5.1.4 Each Application for Payment shall be based on the most recent schedule of values submitted by the Contractor in accordance with the Contract Documents. The schedule of values shall allocate the entire Contract Sum among the various portions of the Work. The schedule of values shall be prepared in such form, and supported by such data to substantiate its accuracy, as the Architect may require. This schedule of values shall be used as a basis for reviewing the Contractor's Applications for Payment.

§ 5.1.5 Applications for Payment shall show the percentage of completion of each portion of the Work as of the end of the period covered by the Application for Payment.

§ 5.1.6 In accordance with AIA Document A201™–2017, General Conditions of the Contract for Construction, and subject to other provisions of the Contract Documents, the amount of each progress payment shall be computed as follows:

§ 5.1.6.1 The amount of each progress payment shall first include:

.1 That portion of the Contract Sum properly allocable to completed Work;

.2 That portion of the Contract Sum properly allocable to materials and equipment delivered and suitably stored at the site for subsequent incorporation in the completed construction, or, if approved in advance by the Owner, suitably stored off the site at a location agreed upon in writing; and

.3 That portion of Construction Change Directives that the Architect determines, in the Architect's professional judgment, to be reasonably justified.

§ 5.1.6.2 The amount of each progress payment shall then be reduced by:

.1 The aggregate of any amounts previously paid by the Owner;

.2 The amount, if any, for Work that remains uncorrected and for which the Architect has previously withheld a Certificate for Payment as provided in Article 9 of AIA Document A201–2017;

.3 Any amount for which the Contractor does not intend to pay a Subcontractor or material supplier, unless the Work has been performed by others the Contractor intends to pay;

.4 For Work performed or defects discovered since the last payment application, any amount for which the Architect may withhold payment, or nullify a Certificate of Payment in whole or in part, as provided in Article 9 of AIA Document A201–2017; and

.5 Retainage withheld pursuant to Section 5.1.7.

§ 5.1.7 Retainage

§ 5.1.7.1 For each progress payment made prior to Substantial Completion of the Work, the Owner may withhold the following amount, as retainage, from the payment otherwise due:
(Insert a percentage or amount to be withheld as retainage from each Application for Payment. The amount of retainage may be limited by governing law.)

« 10%, at 50% completion retainage shall be reduced to 5% »

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User Notes: (1198279022)

§ 5.1.7.1.1 The following items are not subject to retainage:
(Insert any items not subject to the withholding of retainage, such as general conditions, insurance, etc.)

« N/A »

§ 5.1.7.2 Reduction or limitation of retainage, if any, shall be as follows:
(If the retainage established in Section 5.1.7.1 is to be modified prior to Substantial Completion of the entire Work, including modifications for Substantial Completion of portions of the Work as provided in Section 3.3.2, insert provisions for such modifications.)

« »

§ 5.1.7.3 Except as set forth in this Section 5.1.7.3, upon Substantial Completion of the Work, the Contractor may submit an Application for Payment that includes the retainage withheld from prior Applications for Payment pursuant to this Section 5.1.7. The Application for Payment submitted at Substantial Completion shall not include retainage as follows:
(Insert any other conditions for release of retainage upon Substantial Completion.)

«No additional requirements »

§ 5.1.8 If final completion of the Work is materially delayed through no fault of the Contractor, the Owner shall pay the Contractor any additional amounts in accordance with Article 9 of AIA Document A201–2017.

§ 5.1.9 Except with the Owner's prior approval, the Contractor shall not make advance payments to suppliers for materials or equipment which have not been delivered and stored at the site.

§ 5.2 Final Payment

§ 5.2.1 Final payment, constituting the entire unpaid balance of the Contract Sum, shall be made by the Owner to the Contractor when

.1 the Contractor has fully performed the Contract except for the Contractor's responsibility to correct Work as provided in Article 12 of AIA Document A201–2017, and to satisfy other requirements, if any, which extend beyond final payment; and

.2 a final Certificate for Payment has been issued by the Architect.

§ 5.2.2 The Owner's final payment to the Contractor shall be made no later than 30 days after the issuance of the Architect's final Certificate for Payment, or as follows:

« N/A »

§ 5.3 Interest

Payments due and unpaid under the Contract shall bear interest from the date payment is due at the rate stated below, or in the absence thereof, at the legal rate prevailing from time to time at the place where the Project is located.
(Insert rate of interest agreed upon, if any.)

« N/A » % « »

ARTICLE 6 DISPUTE RESOLUTION

§ 6.1 Initial Decision Maker

The Architect will serve as the Initial Decision Maker pursuant to Article 15 of AIA Document A201–2017, unless the parties appoint below another individual, not a party to this Agreement, to serve as the Initial Decision Maker.
(If the parties mutually agree, insert the name, address and other contact information of the Initial Decision Maker, if other than the Architect.)

« »
« »

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« »
« »

§ 6.2 Binding Dispute Resolution

For any Claim subject to, but not resolved by, mediation pursuant to Article 15 of AIA Document A201–2017, the method of binding dispute resolution shall be as follows:
(Check the appropriate box.)

[« »] Arbitration pursuant to Section 15.4 of AIA Document A201–2017

[« X »] Litigation in the 18th Judicial Court in Illinois

[« »] Other *(Specify)*

« »

If the Owner and Contractor do not select a method of binding dispute resolution, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, Claims will be resolved by litigation in a court of competent jurisdiction.

ARTICLE 7 TERMINATION OR SUSPENSION

§ 7.1 The Contract may be terminated by the Owner or the Contractor as provided in Article 14 of AIA Document A201–2017.

§ 7.1.1 If the Contract is terminated for the Owner's convenience in accordance with Article 14 of AIA Document A201–2017, then the Owner shall pay the Contractor a termination fee as follows:
(Insert the amount of, or method for determining, the fee, if any, payable to the Contractor following a termination for the Owner's convenience.)

« »

§ 7.2 The Work may be suspended by the Owner as provided in Article 14 of AIA Document A201–2017.

ARTICLE 8 MISCELLANEOUS PROVISIONS

§ 8.1 Where reference is made in this Agreement to a provision of AIA Document A201–2017 or another Contract Document, the reference refers to that provision as amended or supplemented by other provisions of the Contract Documents.

§ 8.2 The Owner's representative:
(Name, address, email address, and other information)

« R.M. Chin & Associates, Inc. »
« 500 West 18th Street, suite 200 »
« Chicago, Illinois 60616 »
« »
« »
« »

§ 8.3 The Contractor's representative:
(Name, address, email address, and other information)

« »
« »
« »
« »
« »
« »

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§ 8.4 Neither the Owner's nor the Contractor's representative shall be changed without ten days' prior notice to the other party.

§ 8.5 Insurance and Bonds

§ 8.5.1 The Owner and the Contractor shall purchase and maintain insurance as set forth in AIA Document A101™–2017, Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum, Exhibit A, Insurance and Bonds, and elsewhere in the Contract Documents.

§ 8.5.2 The Contractor shall provide bonds as set forth in AIA Document A101™–2017 Exhibit A, and elsewhere in the Contract Documents.

§ 8.6 Notice in electronic format, pursuant to Article 1 of AIA Document A201–2017, may be given in accordance with a building information modeling exhibit, if completed, or as otherwise set forth below:
(If other than in accordance with a building information modeling exhibit, insert requirements for delivering notice in electronic format such as name, title, and email address of the recipient and whether and how the system will be required to generate a read receipt for the transmission.)

« »

§ 8.7 Other provisions:

« »

ARTICLE 9 ENUMERATION OF CONTRACT DOCUMENTS

§ 9.1 This Agreement is comprised of the following documents:

.1 AIA Document A101™–2017, Standard Form of Agreement Between Owner and Contractor

.2 AIA Document A101™–2017, Exhibit A, Insurance and Bonds

.3 AIA Document A201™–2017, General Conditions of the Contract for Construction

.4 Building information modeling exhibit, dated as indicated below:
(Insert the date of the building information modeling exhibit incorporated into this Agreement.)

« »

.5 Drawings

Number	Title	Date

.6 Specifications

Section	Title	Date	Pages

.7 Addenda, if any:

Number	Date	Pages

Portions of Addenda relating to bidding or proposal requirements are not part of the Contract Documents unless the bidding or proposal requirements are also enumerated in this Article 9.

.8 Other Exhibits:
(Check all boxes that apply and include appropriate information identifying the exhibit where required.)

[« »] Supplementary and other Conditions of the Contract:

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Document	Title	Date	Pages

.9 Other documents, if any, listed below:
(List here any additional documents that are intended to form part of the Contract Documents. AIA Document A201™–2017 provides that the advertisement or invitation to bid, Instructions to Bidders, sample forms, the Contractor's bid or proposal, portions of Addenda relating to bidding or proposal requirements, and other information furnished by the Owner in anticipation of receiving bids or proposals, are not part of the Contract Documents unless enumerated in this Agreement. Any such documents should be listed here only if intended to be part of the Contract Documents.)

« »

This Agreement entered into as of the day and year first written above.

OWNER *(Signature)*

« »« »

(Printed name and title)

CONTRACTOR *(Signature)*

« »« »

(Printed name and title)

DRAFT

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DRAFT AIA® Document A101® – 2017 Exhibit A

Insurance and Bonds

This Insurance and Bonds Exhibit is part of the Agreement, between the Owner and the Contractor, dated the « » day of « » in the year « »
(In words, indicate day, month and year.)

for the following **PROJECT**:
(Name and location or address)

« DuPage County Division of Transportation »
« DuDOT East Campus Site Improvements
523 North County Farm Road
Wheaton, Illinois 60187 »

THE OWNER:
(Name, legal status and address)

« DuPage County Division of Transportation »«
421 County Farm Road »
« Wheaton, Illinois 60187 »

THE CONTRACTOR:
(Name, legal status and address)

« »« »
« »

TABLE OF ARTICLES

A.1 GENERAL

A.2 OWNER'S INSURANCE

A.3 CONTRACTOR'S INSURANCE AND BONDS

A.4 SPECIAL TERMS AND CONDITIONS

ARTICLE A.1 GENERAL

The Owner and Contractor shall purchase and maintain insurance, and provide bonds, as set forth in this Exhibit. As used in this Exhibit, the term General Conditions refers to AIA Document A201™–2017, General Conditions of the Contract for Construction.

ARTICLE A.2 OWNER'S INSURANCE

§ A.2.1 General

Prior to commencement of the Work, the Owner shall secure the insurance, and provide evidence of the coverage, required under this Article A.2 and, upon the Contractor's request, provide a copy of the property insurance policy or policies required by Section A.2.3. The copy of the policy or policies provided shall contain all applicable conditions, definitions, exclusions, and endorsements.

ADDITIONS AND DELETIONS: The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

This document is intended to be used in conjunction with AIA Document A201®–2017, General Conditions of the Contract for Construction. Article 11 of A201®–2017 contains additional insurance provisions.

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§ A.2.2 Liability Insurance
The Owner shall be responsible for purchasing and maintaining the Owner's usual general liability insurance.

§ A.2.3 Required Property Insurance
§ A.2.3.1 Unless this obligation is placed on the Contractor pursuant to Section A.3.3.2.1, the Owner shall purchase and maintain, from an insurance company or insurance companies lawfully authorized to issue insurance in the jurisdiction where the Project is located, property insurance written on a builder's risk "all-risks" completed value or equivalent policy form and sufficient to cover the total value of the entire Project on a replacement cost basis. The Owner's property insurance coverage shall be no less than the amount of the initial Contract Sum, plus the value of subsequent Modifications and labor performed and materials or equipment supplied by others. The property insurance shall be maintained until Substantial Completion and thereafter as provided in Section A.2.3.1.3, unless otherwise provided in the Contract Documents or otherwise agreed in writing by the parties to this Agreement. This insurance shall include the interests of the Owner, Contractor, Subcontractors, and Sub-subcontractors in the Project as insureds. This insurance shall include the interests of mortgagees as loss payees.

§ A.2.3.1.1 Causes of Loss. The insurance required by this Section A.2.3.1 shall provide coverage for direct physical loss or damage, and shall not exclude the risks of fire, explosion, theft, vandalism, malicious mischief, collapse, earthquake, flood, or windstorm. The insurance shall also provide coverage for ensuing loss or resulting damage from error, omission, or deficiency in construction methods, design, specifications, workmanship, or materials. Sub-limits, if any, are as follows:
(Indicate below the cause of loss and any applicable sub-limit.)

Causes of Loss	Sub-Limit

§ A.2.3.1.2 Specific Required Coverages. The insurance required by this Section A.2.3.1 shall provide coverage for loss or damage to falsework and other temporary structures, and to building systems from testing and startup. The insurance shall also cover debris removal, including demolition occasioned by enforcement of any applicable legal requirements, and reasonable compensation for the Architect's and Contractor's services and expenses required as a result of such insured loss, including claim preparation expenses. Sub-limits, if any, are as follows:
(Indicate below type of coverage and any applicable sub-limit for specific required coverages.)

Coverage	Sub-Limit

§ A.2.3.1.3 Unless the parties agree otherwise, upon Substantial Completion, the Owner shall continue the insurance required by Section A.2.3.1 or, if necessary, replace the insurance policy required under Section A.2.3.1 with property insurance written for the total value of the Project that shall remain in effect until expiration of the period for correction of the Work set forth in Section 12.2.2 of the General Conditions.

§ A.2.3.1.4 Deductibles and Self-Insured Retentions. If the insurance required by this Section A.2.3 is subject to deductibles or self-insured retentions, the Owner shall be responsible for all loss not covered because of such deductibles or retentions.

§ A.2.3.2 Occupancy or Use Prior to Substantial Completion. The Owner's occupancy or use of any completed or partially completed portion of the Work prior to Substantial Completion shall not commence until the insurance company or companies providing the insurance under Section A.2.3.1 have consented in writing to the continuance of coverage. The Owner and the Contractor shall take no action with respect to partial occupancy or use that would cause cancellation, lapse, or reduction of insurance, unless they agree otherwise in writing.

§ A.2.3.3 Insurance for Existing Structures
If the Work involves remodeling an existing structure or constructing an addition to an existing structure, the Owner shall purchase and maintain, until the expiration of the period for correction of Work as set forth in Section 12.2.2 of the General Conditions, "all-risks" property insurance, on a replacement cost basis, protecting the existing structure against direct physical loss or damage from the causes of loss identified in Section A.2.3.1, notwithstanding the undertaking of the Work. The Owner shall be responsible for all co-insurance penalties.

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§ A.2.4 Optional Extended Property Insurance.
The Owner shall purchase and maintain the insurance selected and described below.
(Select the types of insurance the Owner is required to purchase and maintain by placing an X in the box(es) next to the description(s) of selected insurance. For each type of insurance selected, indicate applicable limits of coverage or other conditions in the fill point below the selected item.)

[« »] **§ A.2.4.1 Loss of Use, Business Interruption, and Delay in Completion Insurance**, to reimburse the Owner for loss of use of the Owner's property, or the inability to conduct normal operations due to a covered cause of loss.

« »

[« »] **§ A.2.4.2 Ordinance or Law Insurance**, for the reasonable and necessary costs to satisfy the minimum requirements of the enforcement of any law or ordinance regulating the demolition, construction, repair, replacement or use of the Project.

« »

[« »] **§ A.2.4.3 Expediting Cost Insurance**, for the reasonable and necessary costs for the temporary repair of damage to insured property, and to expedite the permanent repair or replacement of the damaged property.

« »

[« »] **§ A.2.4.4 Extra Expense Insurance**, to provide reimbursement of the reasonable and necessary excess costs incurred during the period of restoration or repair of the damaged property that are over and above the total costs that would normally have been incurred during the same period of time had no loss or damage occurred.

« »

[« »] **§ A.2.4.5 Civil Authority Insurance**, for losses or costs arising from an order of a civil authority prohibiting access to the Project, provided such order is the direct result of physical damage covered under the required property insurance.

« »

[« »] **§ A.2.4.6 Ingress/Egress Insurance**, for loss due to the necessary interruption of the insured's business due to physical prevention of ingress to, or egress from, the Project as a direct result of physical damage.

« »

[« »] **§ A.2.4.7 Soft Costs Insurance**, to reimburse the Owner for costs due to the delay of completion of the Work, arising out of physical loss or damage covered by the required property insurance: including construction loan fees; leasing and marketing expenses; additional fees, including those of architects, engineers, consultants, attorneys and accountants, needed for the completion of the construction, repairs, or reconstruction; and carrying costs such as property taxes, building permits, additional interest on loans, realty taxes, and insurance premiums over and above normal expenses.

« »

§ A.2.5 Other Optional Insurance.
The Owner shall purchase and maintain the insurance selected below.

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(Select the types of insurance the Owner is required to purchase and maintain by placing an X in the box(es) next to the description(s) of selected insurance.)

[« »] **§ A.2.5.1 Cyber Security Insurance** for loss to the Owner due to data security and privacy breach, including costs of investigating a potential or actual breach of confidential or private information. *(Indicate applicable limits of coverage or other conditions in the fill point below.)*

« »

[« »] **§ A.2.5.2 Other Insurance**
(List below any other insurance coverage to be provided by the Owner and any applicable limits.)

Coverage	Limits

ARTICLE A.3 CONTRACTOR'S INSURANCE AND BONDS

§ A.3.1 General

§ A.3.1.1 Certificates of Insurance. The Contractor shall provide certificates of insurance acceptable to the Owner evidencing compliance with the requirements in this Article A.3 at the following times: (1) prior to commencement of the Work; (2) upon renewal or replacement of each required policy of insurance; and (3) upon the Owner's written request. An additional certificate evidencing continuation of commercial liability coverage, including coverage for completed operations, shall be submitted with the final Application for Payment and thereafter upon renewal or replacement of such coverage until the expiration of the periods required by Section A.3.2.1 and Section A.3.3.1. The certificates will show the Owner as an additional insured on the Contractor's Commercial General Liability and excess or umbrella liability policy or policies.

§ A.3.1.2 Deductibles and Self-Insured Retentions. The Contractor shall disclose to the Owner any deductible or self-insured retentions applicable to any insurance required to be provided by the Contractor.

§ A.3.1.3 Additional Insured Obligations. To the fullest extent permitted by law, the Contractor shall cause the commercial general liability coverage to include (1) the Owner, the Architect, and the Architect's consultants as additional insureds for claims caused in whole or in part by the Contractor's negligent acts or omissions during the Contractor's operations; and (2) the Owner as an additional insured for claims caused in whole or in part by the Contractor's negligent acts or omissions for which loss occurs during completed operations. The additional insured coverage shall be primary and non-contributory to any of the Owner's general liability insurance policies and shall apply to both ongoing and completed operations. To the extent commercially available, the additional insured coverage shall be no less than that provided by Insurance Services Office, Inc. (ISO) forms CG 20 10 07 04, CG 20 37 07 04, and, with respect to the Architect and the Architect's consultants, CG 20 32 07 04.

§ A.3.2 Contractor's Required Insurance Coverage

§ A.3.2.1 The Contractor shall purchase and maintain the following types and limits of insurance from an insurance company or insurance companies lawfully authorized to issue insurance in the jurisdiction where the Project is located. The Contractor shall maintain the required insurance until the expiration of the period for correction of Work as set forth in Section 12.2.2 of the General Conditions, unless a different duration is stated below:
(If the Contractor is required to maintain insurance for a duration other than the expiration of the period for correction of Work, state the duration.)

« »

§ A.3.2.2 Commercial General Liability

§ A.3.2.2.1 Commercial General Liability insurance for the Project written on an occurrence form with policy limits of not less than « » ($ « ») each occurrence, « » ($ « ») general aggregate, and « » ($ « ») aggregate for products-completed operations hazard, providing coverage for claims including

.1 damages because of bodily injury, sickness or disease, including occupational sickness or disease, and death of any person;

.2 personal injury and advertising injury;

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.3 damages because of physical damage to or destruction of tangible property, including the loss of use of such property;
.4 bodily injury or property damage arising out of completed operations; and
.5 the Contractor's indemnity obligations under Section 3.18 of the General Conditions.

§ A.3.2.2.2 The Contractor's Commercial General Liability policy under this Section A.3.2.2 shall not contain an exclusion or restriction of coverage for the following:

.1 Claims by one insured against another insured, if the exclusion or restriction is based solely on the fact that the claimant is an insured, and there would otherwise be coverage for the claim.
.2 Claims for property damage to the Contractor's Work arising out of the products-completed operations hazard where the damaged Work or the Work out of which the damage arises was performed by a Subcontractor.
.3 Claims for bodily injury other than to employees of the insured.
.4 Claims for indemnity under Section 3.18 of the General Conditions arising out of injury to employees of the insured.
.5 Claims or loss excluded under a prior work endorsement or other similar exclusionary language.
.6 Claims or loss due to physical damage under a prior injury endorsement or similar exclusionary language.
.7 Claims related to residential, multi-family, or other habitational projects, if the Work is to be performed on such a project.
.8 Claims related to roofing, if the Work involves roofing.
.9 Claims related to exterior insulation finish systems (EIFS), synthetic stucco or similar exterior coatings or surfaces, if the Work involves such coatings or surfaces.
.10 Claims related to earth subsidence or movement, where the Work involves such hazards.
.11 Claims related to explosion, collapse and underground hazards, where the Work involves such hazards.

§ A.3.2.3 Automobile Liability covering vehicles owned, and non-owned vehicles used, by the Contractor, with policy limits of not less than « one million » ($ « 1,000,000 ») per accident, for bodily injury, death of any person, and property damage arising out of the ownership, maintenance and use of those motor vehicles along with any other statutorily required automobile coverage.

§ A.3.2.4 The Contractor may achieve the required limits and coverage for Commercial General Liability and Automobile Liability through a combination of primary and excess or umbrella liability insurance, provided such primary and excess or umbrella insurance policies result in the same or greater coverage as the coverages required under Section A.3.2.2 and A.3.2.3, and in no event shall any excess or umbrella liability insurance provide narrower coverage than the primary policy. The excess policy shall not require the exhaustion of the underlying limits only through the actual payment by the underlying insurers.

§ A.3.2.5 Workers' Compensation at statutory limits.

§ A.3.2.6 Employers' Liability with policy limits not less than « one-million » ($ « 1,000,000 ») each accident, « one-million » ($ « 1,000,000 ») each employee, and « five-million » ($ « 5,000,000 ») policy limit.

§ A.3.2.7 Jones Act, and the Longshore & Harbor Workers' Compensation Act, as required, if the Work involves hazards arising from work on or near navigable waterways, including vessels and docks

§ A.3.2.8 If the Contractor is required to furnish professional services as part of the Work, the Contractor shall procure Professional Liability insurance covering performance of the professional services, with policy limits of not less than « one-million » ($ « 1,000,000 ») per claim and « two-million » ($ « 2,000,000 ») in the aggregate.

§ A.3.2.9 If the Work involves the transport, dissemination, use, or release of pollutants, the Contractor shall procure Pollution Liability insurance, with policy limits of not less than « one-million » ($ « 1,000,000 ») per claim and « two-million » ($ « 2,000,000 ») in the aggregate.

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§ A.3.2.10 Coverage under Sections A.3.2.8 and A.3.2.9 may be procured through a Combined Professional Liability and Pollution Liability insurance policy, with combined policy limits of not less than « one-million » ($ « 1,000,000 ») per claim and « two-million » ($ « 2,000,000 ») in the aggregate.

~~**§ A.3.2.11** Insurance for maritime liability risks associated with the operation of a vessel, if the Work requires such activities, with policy limits of not less than « » ($ « ») per claim and « » ($ « ») in the aggregate.~~

~~**§ A.3.2.12** Insurance for the use or operation of manned or unmanned aircraft, if the Work requires such activities, with policy limits of not less than « » ($ « ») per claim and « » ($ « ») in the aggregate.~~

§ A.3.3 Contractor's Other Insurance Coverage

§ A.3.3.1 Insurance selected and described in this Section A.3.3 shall be purchased from an insurance company or insurance companies lawfully authorized to issue insurance in the jurisdiction where the Project is located. The Contractor shall maintain the required insurance until the expiration of the period for correction of Work as set forth in Section 12.2.2 of the General Conditions, unless a different duration is stated below:
(If the Contractor is required to maintain any of the types of insurance selected below for a duration other than the expiration of the period for correction of Work, state the duration.)

« Excess/ Unbrella Liability Insurance - $5 million providing increased limits of liability for CGL, Auto, and Employers Liability »

§ A.3.3.2 The Contractor shall purchase and maintain the following types and limits of insurance in accordance with Section A.3.3.1.
(Select the types of insurance the Contractor is required to purchase and maintain by placing an X in the box(es) next to the description(s) of selected insurance. Where policy limits are provided, include the policy limit in the appropriate fill point.)

[« X »] **§ A.3.3.2.1** Property insurance of the same type and scope satisfying the requirements identified in Section A.2.3, which, if selected in this section A.3.3.2.1, relieves the Owner of the responsibility to purchase and maintain such insurance except insurance required by Section A.2.3.1.3 and Section A.2.3.3. The Contractor shall comply with all obligations of the Owner under Section A.2.3 except to the extent provided below. The Contractor shall disclose to the Owner the amount of any deductible, and the Owner shall be responsible for losses within the deductible. Upon request, the Contractor shall provide the Owner with a copy of the property insurance policy or policies required. The Owner shall adjust and settle the loss with the insurer and be the trustee of the proceeds of the property insurance in accordance with Article 11 of the General Conditions unless otherwise set forth below:
(Where the Contractor's obligation to provide property insurance differs from the Owner's obligations as described under Section A.2.3, indicate such differences in the space below. Additionally, if a party other than the Owner will be responsible for adjusting and settling a loss with the insurer and acting as the trustee of the proceeds of property insurance in accordance with Article 11 of the General Conditions, indicate the responsible party below.)

« »

~~[« »] **§ A.3.3.2.2 Railroad Protective Liability Insurance**, with policy limits of not less than « » ($ « ») per claim and « » ($ « ») in the aggregate, for Work within fifty (50) feet of railroad property.~~

~~[« »] **§ A.3.3.2.3 Asbestos Abatement Liability Insurance**, with policy limits of not less than « » ($ « ») per claim and « » ($ « ») in the aggregate, for liability arising from the encapsulation, removal, handling, storage, transportation, and disposal of asbestos-containing materials.~~

[« »] **§ A.3.3.2.4** Insurance for physical damage to property while it is in storage and in transit to the construction site on an "all-risks" completed value form.

[« »] **§ A.3.3.2.5** Property insurance on an "all-risks" completed value form, covering property owned by the

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Contractor and used on the Project, including scaffolding and other equipment.

[« »] § A.3.3.2.6 Other Insurance

(List below any other insurance coverage to be provided by the Contractor and any applicable limits.)

Coverage	Limits

§ A.3.4 Performance Bond and Payment Bond

The Contractor shall provide surety bonds, from a company or companies lawfully authorized to issue surety bonds in the jurisdiction where the Project is located, as follows:
(Specify type and penal sum of bonds.)

Type	Penal Sum ($0.00)
Payment Bond	
Performance Bond	

Payment and Performance Bonds shall be AIA Document A312™, Payment Bond and Performance Bond, or contain provisions identical to AIA Document A312™, current as of the date of this Agreement.

ARTICLE A.4 SPECIAL TERMS AND CONDITIONS

Special terms and conditions that modify this Insurance and Bonds Exhibit, if any, are as follows:

« »

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AIA® Document A201® – 2017

General Conditions of the Contract for Construction

for the following PROJECT:
(Name and location or address)

« DuPage County Division of Transportation »
« DuDOT East Campus Site Improvements
523 North County Farm Road
Wheaton, Illinois 60187 »

THE OWNER:
(Name, legal status and address)

« DuPage County Division of Transportation »«
421 North County Farm Road »
« Wheaton, Illinois 60187 »

THE ARCHITECT:
(Name, legal status and address)

« FGM Architects »«
1 Westbrook Corporate Center, suite 1000 »
« Westchester, Illinois 60154 »

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13 MISCELLANEOUS PROVISIONS

ADDITIONS AND DELETIONS: The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

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14 TERMINATION OR SUSPENSION OF THE CONTRACT

15 CLAIMS AND DISPUTES

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ARTICLE 1 GENERAL PROVISIONS

§ 1.1 Basic Definitions

§ 1.1.1 The Contract Documents

The Contract Documents are enumerated in the Agreement between the Owner and Contractor (hereinafter the Agreement) and consist of the Agreement, Conditions of the Contract (General, Supplementary and other Conditions), Drawings, Specifications, Addenda issued prior to execution of the Contract, other documents listed in the Agreement, and Modifications issued after execution of the Contract. A Modification is (1) a written amendment to the Contract signed by both parties, (2) a Change Order, (3) a Construction Change Directive, or (4) a written order for a minor change in the Work issued by the Architect. Unless specifically enumerated in the Agreement, the Contract Documents do not include the advertisement or invitation to bid, Instructions to Bidders, sample forms, other information furnished by the Owner in anticipation of receiving bids or proposals, the Contractor's bid or proposal, or portions of Addenda relating to bidding or proposal requirements.

§ 1.1.2 The Contract

The Contract Documents form the Contract for Construction. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations, or agreements, either written or oral. The Contract may be amended or modified only by a Modification. The Contract Documents shall not be construed to create a contractual relationship of any kind (1) between the Contractor and the Architect or the Architect's consultants, (2) between the Owner and a Subcontractor or a Sub-subcontractor, (3) between the Owner and the Architect or the Architect's consultants, or (4) between any persons or entities other than the Owner and the Contractor. The Architect shall, however, be entitled to performance and enforcement of obligations under the Contract intended to facilitate performance of the Architect's duties.

§ 1.1.3 The Work

The term "Work" means the construction and services required by the Contract Documents, whether completed or partially completed, and includes all other labor, materials, equipment, and services provided or to be provided by the Contractor to fulfill the Contractor's obligations. The Work may constitute the whole or a part of the Project.

§ 1.1.4 The Project

The Project is the total construction of which the Work performed under the Contract Documents may be the whole or a part and which may include construction by the Owner and by Separate Contractors.

§ 1.1.5 The Drawings

The Drawings are the graphic and pictorial portions of the Contract Documents showing the design, location and dimensions of the Work, generally including plans, elevations, sections, details, schedules, and diagrams.

§ 1.1.6 The Specifications

The Specifications are that portion of the Contract Documents consisting of the written requirements for materials, equipment, systems, standards and workmanship for the Work, and performance of related services.

§ 1.1.7 Instruments of Service

Instruments of Service are representations, in any medium of expression now known or later developed, of the tangible and intangible creative work performed by the Architect and the Architect's consultants under their respective professional services agreements. Instruments of Service may include, without limitation, studies, surveys, models, sketches, drawings, specifications, and other similar materials.

§ 1.1.8 Initial Decision Maker

The Initial Decision Maker is the person identified in the Agreement to render initial decisions on Claims in accordance with Section 15.2. The Initial Decision Maker shall not show partiality to the Owner or Contractor and shall not be liable for results of interpretations or decisions rendered in good faith.

§ 1.2 Correlation and Intent of the Contract Documents

§ 1.2.1 The intent of the Contract Documents is to include all items necessary for the proper execution and completion of the Work by the Contractor. The Contract Documents are complementary, and what is required by one shall be as binding as if required by all; performance by the Contractor shall be required only to the extent consistent with the Contract Documents and reasonably inferable from them as being necessary to produce the indicated results.

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§ 1.2.1.1 The invalidity of any provision of the Contract Documents shall not invalidate the Contract or its remaining provisions. If it is determined that any provision of the Contract Documents violates any law, or is otherwise invalid or unenforceable, then that provision shall be revised to the extent necessary to make that provision legal and enforceable. In such case the Contract Documents shall be construed, to the fullest extent permitted by law, to give effect to the parties' intentions and purposes in executing the Contract.

§ 1.2.2 Organization of the Specifications into divisions, sections and articles, and arrangement of Drawings shall not control the Contractor in dividing the Work among Subcontractors or in establishing the extent of Work to be performed by any trade.

§ 1.2.3 Unless otherwise stated in the Contract Documents, words that have well-known technical or construction industry meanings are used in the Contract Documents in accordance with such recognized meanings.

§ 1.3 Capitalization

Terms capitalized in these General Conditions include those that are (1) specifically defined, (2) the titles of numbered articles, or (3) the titles of other documents published by the American Institute of Architects.

§ 1.4 Interpretation

In the interest of brevity the Contract Documents frequently omit modifying words such as "all" and "any" and articles such as "the" and "an," but the fact that a modifier or an article is absent from one statement and appears in another is not intended to affect the interpretation of either statement.

§ 1.5 Ownership and Use of Drawings, Specifications, and Other Instruments of Service

§ 1.5.1 The Architect and the Architect's consultants shall be deemed the authors and owners of their respective Instruments of Service, including the Drawings and Specifications, and retain all common law, statutory, and other reserved rights in their Instruments of Service, including copyrights. The Contractor, Subcontractors, Sub-subcontractors, and suppliers shall not own or claim a copyright in the Instruments of Service. Submittal or distribution to meet official regulatory requirements or for other purposes in connection with the Project is not to be construed as publication in derogation of the Architect's or Architect's consultants' reserved rights.

§ 1.5.2 The Contractor, Subcontractors, Sub-subcontractors, and suppliers are authorized to use and reproduce the Instruments of Service provided to them, subject to any protocols established pursuant to Sections 1.7 and 1.8, solely and exclusively for execution of the Work. All copies made under this authorization shall bear the copyright notice, if any, shown on the Instruments of Service. The Contractor, Subcontractors, Sub-subcontractors, and suppliers may not use the Instruments of Service on other projects or for additions to the Project outside the scope of the Work without the specific written consent of the Owner, Architect, and the Architect's consultants.

§ 1.6 Notice

§ 1.6.1 Except as otherwise provided in Section 1.6.2, where the Contract Documents require one party to notify or give notice to the other party, such notice shall be provided in writing to the designated representative of the party to whom the notice is addressed and shall be deemed to have been duly served if delivered in person, by mail, by courier, or by electronic transmission if a method for electronic transmission is set forth in the Agreement.

§ 1.6.2 Notice of Claims as provided in Section 15.1.3 shall be provided in writing and shall be deemed to have been duly served only if delivered to the designated representative of the party to whom the notice is addressed by certified or registered mail, or by courier providing proof of delivery.

§ 1.7 Digital Data Use and Transmission

The parties shall agree upon written protocols governing the transmission and use of, and reliance on, Instruments of Service or any other information or documentation in digital form.

§ 1.8 Building Information Models Use and Reliance

Any use of, or reliance on, all or a portion of a building information model without agreement to written protocols governing the use of, and reliance on, the information contained in the model shall be at the using or relying party's sole risk and without liability to the other party and its contractors or consultants, the authors of, or contributors to, the building information model, and each of their agents and employees.

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ARTICLE 2 OWNER

§ 2.1 General

§ 2.1.1 The Owner is the person or entity identified as such in the Agreement and is referred to throughout the Contract Documents as if singular in number. The Owner shall designate in writing a representative who shall have express authority to bind the Owner with respect to all matters requiring the Owner's approval or authorization. Except as otherwise provided in Section 4.2.1, the Architect does not have such authority. The term "Owner" means the Owner or the Owner's authorized representative.

§ 2.1.2 The Owner shall furnish to the Contractor, within fifteen days after receipt of a written request, information necessary and relevant for the Contractor to evaluate, give notice of, or enforce mechanic's lien rights. Such information shall include a correct statement of the record legal title to the property on which the Project is located, usually referred to as the site, and the Owner's interest therein.

§ 2.2 Evidence of the Owner's Financial Arrangements

§ 2.2.1 Prior to commencement of the Work and upon written request by the Contractor, the Owner shall furnish to the Contractor reasonable evidence that the Owner has made financial arrangements to fulfill the Owner's obligations under the Contract. The Contractor shall have no obligation to commence the Work until the Owner provides such evidence. If commencement of the Work is delayed under this Section 2.2.1, the Contract Time shall be extended appropriately.

§ 2.2.2 Following commencement of the Work and upon written request by the Contractor, the Owner shall furnish to the Contractor reasonable evidence that the Owner has made financial arrangements to fulfill the Owner's obligations under the Contract only if (1) the Owner fails to make payments to the Contractor as the Contract Documents require; (2) the Contractor identifies in writing a reasonable concern regarding the Owner's ability to make payment when due; or (3) a change in the Work materially changes the Contract Sum. If the Owner fails to provide such evidence, as required, within fourteen days of the Contractor's request, the Contractor may immediately stop the Work and, in that event, shall notify the Owner that the Work has stopped. However, if the request is made because a change in the Work materially changes the Contract Sum under (3) above, the Contractor may immediately stop only that portion of the Work affected by the change until reasonable evidence is provided. If the Work is stopped under this Section 2.2.2, the Contract Time shall be extended appropriately and the Contract Sum shall be increased by the amount of the Contractor's reasonable costs of shutdown, delay and start-up, plus interest as provided in the Contract Documents.

§ 2.2.3 After the Owner furnishes evidence of financial arrangements under this Section 2.2, the Owner shall not materially vary such financial arrangements without prior notice to the Contractor.

§ 2.2.4 Where the Owner has designated information furnished under this Section 2.2 as "confidential," the Contractor shall keep the information confidential and shall not disclose it to any other person. However, the Contractor may disclose "confidential" information, after seven (7) days' notice to the Owner, where disclosure is required by law, including a subpoena or other form of compulsory legal process issued by a court or governmental entity, or by court or arbitrator(s) order. The Contractor may also disclose "confidential" information to its employees, consultants, sureties, Subcontractors and their employees, Sub-subcontractors, and others who need to know the content of such information solely and exclusively for the Project and who agree to maintain the confidentiality of such information.

§ 2.3 Information and Services Required of the Owner

§ 2.3.1 Except for permits and fees that are the responsibility of the Contractor under the Contract Documents, including those required under Section 3.7.1, the Owner shall secure and pay for necessary approvals, easements, assessments and charges required for construction, use or occupancy of permanent structures or for permanent changes in existing facilities.

§ 2.3.2 The Owner shall retain an architect lawfully licensed to practice architecture, or an entity lawfully practicing architecture, in the jurisdiction where the Project is located. That person or entity is identified as the Architect in the Agreement and is referred to throughout the Contract Documents as if singular in number.

§ 2.3.3 If the employment of the Architect terminates, the Owner shall employ a successor to whom the Contractor has no reasonable objection and whose status under the Contract Documents shall be that of the Architect.

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§ 2.3.4 The Owner shall furnish surveys describing physical characteristics, legal limitations and utility locations for the site of the Project, and a legal description of the site. The Contractor shall be entitled to rely on the accuracy of information furnished by the Owner but shall exercise proper precautions relating to the safe performance of the Work.

§ 2.3.5 The Owner shall furnish information or services required of the Owner by the Contract Documents with reasonable promptness. The Owner shall also furnish any other information or services under the Owner's control and relevant to the Contractor's performance of the Work with reasonable promptness after receiving the Contractor's written request for such information or services.

§ 2.3.6 Unless otherwise provided in the Contract Documents, the Owner shall furnish to the Contractor one copy of the Contract Documents for purposes of making reproductions pursuant to Section 1.5.2.

§ 2.4 Owner's Right to Stop the Work

If the Contractor fails to correct Work that is not in accordance with the requirements of the Contract Documents as required by Section 12.2 or repeatedly fails to carry out Work in accordance with the Contract Documents, the Owner may issue a written order to the Contractor to stop the Work, or any portion thereof, until the cause for such order has been eliminated; however, the right of the Owner to stop the Work shall not give rise to a duty on the part of the Owner to exercise this right for the benefit of the Contractor or any other person or entity, except to the extent required by Section 6.1.3.

§ 2.5 Owner's Right to Carry Out the Work

If the Contractor defaults or neglects to carry out the Work in accordance with the Contract Documents and fails within a ten-day period after receipt of notice from the Owner to commence and continue correction of such default or neglect with diligence and promptness, the Owner may, without prejudice to other remedies the Owner may have, correct such default or neglect. Such action by the Owner and amounts charged to the Contractor are both subject to prior approval of the Architect and the Architect may, pursuant to Section 9.5.1, withhold or nullify a Certificate for Payment in whole or in part, to the extent reasonably necessary to reimburse the Owner for the reasonable cost of correcting such deficiencies, including Owner's expenses and compensation for the Architect's additional services made necessary by such default, neglect, or failure. If current and future payments are not sufficient to cover such amounts, the Contractor shall pay the difference to the Owner. If the Contractor disagrees with the actions of the Owner or the Architect, or the amounts claimed as costs to the Owner, the Contractor may file a Claim pursuant to Article 15.

ARTICLE 3 CONTRACTOR

§ 3.1 General

§ 3.1.1 The Contractor is the person or entity identified as such in the Agreement and is referred to throughout the Contract Documents as if singular in number. The Contractor shall be lawfully licensed, if required in the jurisdiction where the Project is located. The Contractor shall designate in writing a representative who shall have express authority to bind the Contractor with respect to all matters under this Contract. The term "Contractor" means the Contractor or the Contractor's authorized representative.

§ 3.1.2 The Contractor shall perform the Work in accordance with the Contract Documents.

§ 3.1.3 The Contractor shall not be relieved of its obligations to perform the Work in accordance with the Contract Documents either by activities or duties of the Architect in the Architect's administration of the Contract, or by tests, inspections or approvals required or performed by persons or entities other than the Contractor.

§ 3.2 Review of Contract Documents and Field Conditions by Contractor

§ 3.2.1 Execution of the Contract by the Contractor is a representation that the Contractor has visited the site, become generally familiar with local conditions under which the Work is to be performed, and correlated personal observations with requirements of the Contract Documents.

§ 3.2.2 Because the Contract Documents are complementary, the Contractor shall, before starting each portion of the Work, carefully study and compare the various Contract Documents relative to that portion of the Work, as well as the information furnished by the Owner pursuant to Section 2.3.4, shall take field measurements of any existing conditions related to that portion of the Work, and shall observe any conditions at the site affecting it. These

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obligations are for the purpose of facilitating coordination and construction by the Contractor and are not for the purpose of discovering errors, omissions, or inconsistencies in the Contract Documents; however, the Contractor shall promptly report to the Architect any errors, inconsistencies or omissions discovered by or made known to the Contractor as a request for information in such form as the Architect may require. It is recognized that the Contractor's review is made in the Contractor's capacity as a contractor and not as a licensed design professional, unless otherwise specifically provided in the Contract Documents.

§ 3.2.3 The Contractor is not required to ascertain that the Contract Documents are in accordance with applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of public authorities, but the Contractor shall promptly report to the Architect any nonconformity discovered by or made known to the Contractor as a request for information in such form as the Architect may require.

§ 3.2.4 If the Contractor believes that additional cost or time is involved because of clarifications or instructions the Architect issues in response to the Contractor's notices or requests for information pursuant to Sections 3.2.2 or 3.2.3, the Contractor shall submit Claims as provided in Article 15. If the Contractor fails to perform the obligations of Sections 3.2.2 or 3.2.3, the Contractor shall pay such costs and damages to the Owner, subject to Section 15.1.7, as would have been avoided if the Contractor had performed such obligations. If the Contractor performs those obligations, the Contractor shall not be liable to the Owner or Architect for damages resulting from errors, inconsistencies or omissions in the Contract Documents, for differences between field measurements or conditions and the Contract Documents, or for nonconformities of the Contract Documents to applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities.

§ 3.3 Supervision and Construction Procedures

§ 3.3.1 The Contractor shall supervise and direct the Work, using the Contractor's best skill and attention. The Contractor shall be solely responsible for, and have control over, construction means, methods, techniques, sequences, and procedures, and for coordinating all portions of the Work under the Contract. If the Contract Documents give specific instructions concerning construction means, methods, techniques, sequences, or procedures, the Contractor shall evaluate the jobsite safety thereof and shall be solely responsible for the jobsite safety of such means, methods, techniques, sequences, or procedures. If the Contractor determines that such means, methods, techniques, sequences or procedures may not be safe, the Contractor shall give timely notice to the Owner and Architect, and shall propose alternative means, methods, techniques, sequences, or procedures. The Architect shall evaluate the proposed alternative solely for conformance with the design intent for the completed construction. Unless the Architect objects to the Contractor's proposed alternative, the Contractor shall perform the Work using its alternative means, methods, techniques, sequences, or procedures.

§ 3.3.2 The Contractor shall be responsible to the Owner for acts and omissions of the Contractor's employees, Subcontractors and their agents and employees, and other persons or entities performing portions of the Work for, or on behalf of, the Contractor or any of its Subcontractors.

§ 3.3.3 The Contractor shall be responsible for inspection of portions of Work already performed to determine that such portions are in proper condition to receive subsequent Work.

§ 3.4 Labor and Materials

§ 3.4.1 Unless otherwise provided in the Contract Documents, the Contractor shall provide and pay for labor, materials, equipment, tools, construction equipment and machinery, water, heat, utilities, transportation, and other facilities and services necessary for proper execution and completion of the Work, whether temporary or permanent and whether or not incorporated or to be incorporated in the Work.

§ 3.4.2 Except in the case of minor changes in the Work approved by the Architect in accordance with Section 3.12.8 or ordered by the Architect in accordance with Section 7.4, the Contractor may make substitutions only with the consent of the Owner, after evaluation by the Architect and in accordance with a Change Order or Construction Change Directive.

§ 3.4.3 The Contractor shall enforce strict discipline and good order among the Contractor's employees and other persons carrying out the Work. The Contractor shall not permit employment of unfit persons or persons not properly skilled in tasks assigned to them.

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§ 3.5 Warranty

§ 3.5.1 The Contractor warrants to the Owner and Architect that materials and equipment furnished under the Contract will be of good quality and new unless the Contract Documents require or permit otherwise. The Contractor further warrants that the Work will conform to the requirements of the Contract Documents and will be free from defects, except for those inherent in the quality of the Work the Contract Documents require or permit. Work, materials, or equipment not conforming to these requirements may be considered defective. The Contractor's warranty excludes remedy for damage or defect caused by abuse, alterations to the Work not executed by the Contractor, improper or insufficient maintenance, improper operation, or normal wear and tear and normal usage. If required by the Architect, the Contractor shall furnish satisfactory evidence as to the kind and quality of materials and equipment.

§ 3.5.2 All material, equipment, or other special warranties required by the Contract Documents shall be issued in the name of the Owner, or shall be transferable to the Owner, and shall commence in accordance with Section 9.8.4.

§ 3.6 Taxes

The Contractor shall pay sales, consumer, use and similar taxes for the Work provided by the Contractor that are legally enacted when bids are received or negotiations concluded, whether or not yet effective or merely scheduled to go into effect.

§ 3.7 Permits, Fees, Notices and Compliance with Laws

§ 3.7.1 Unless otherwise provided in the Contract Documents, the Contractor shall secure and pay for the building permit as well as for other permits, fees, licenses, and inspections by government agencies necessary for proper execution and completion of the Work that are customarily secured after execution of the Contract and legally required at the time bids are received or negotiations concluded.

§ 3.7.2 The Contractor shall comply with and give notices required by applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities applicable to performance of the Work.

§ 3.7.3 If the Contractor performs Work knowing it to be contrary to applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of public authorities, the Contractor shall assume appropriate responsibility for such Work and shall bear the costs attributable to correction.

§ 3.7.4 Concealed or Unknown Conditions

If the Contractor encounters conditions at the site that are (1) subsurface or otherwise concealed physical conditions that differ materially from those indicated in the Contract Documents or (2) unknown physical conditions of an unusual nature that differ materially from those ordinarily found to exist and generally recognized as inherent in construction activities of the character provided for in the Contract Documents, the Contractor shall promptly provide notice to the Owner and the Architect before conditions are disturbed and in no event later than 14 days after first observance of the conditions. The Architect will promptly investigate such conditions and, if the Architect determines that they differ materially and cause an increase or decrease in the Contractor's cost of, or time required for, performance of any part of the Work, will recommend that an equitable adjustment be made in the Contract Sum or Contract Time, or both. If the Architect determines that the conditions at the site are not materially different from those indicated in the Contract Documents and that no change in the terms of the Contract is justified, the Architect shall promptly notify the Owner and Contractor, stating the reasons. If either party disputes the Architect's determination or recommendation, that party may submit a Claim as provided in Article 15.

§ 3.7.5 If, in the course of the Work, the Contractor encounters human remains or recognizes the existence of burial markers, archaeological sites or wetlands not indicated in the Contract Documents, the Contractor shall immediately suspend any operations that would affect them and shall notify the Owner and Architect. Upon receipt of such notice, the Owner shall promptly take any action necessary to obtain governmental authorization required to resume the operations. The Contractor shall continue to suspend such operations until otherwise instructed by the Owner but shall continue with all other operations that do not affect those remains or features. Requests for adjustments in the Contract Sum and Contract Time arising from the existence of such remains or features may be made as provided in Article 15.

§ 3.8 Allowances

§ 3.8.1 The Contractor shall include in the Contract Sum all allowances stated in the Contract Documents. Items covered by allowances shall be supplied for such amounts and by such persons or entities as the Owner may direct, but the Contractor shall not be required to employ persons or entities to whom the Contractor has reasonable objection.

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§ 3.8.2 Unless otherwise provided in the Contract Documents,

.1 allowances shall cover the cost to the Contractor of materials and equipment delivered at the site and all required taxes, less applicable trade discounts;

.2 Contractor's costs for unloading and handling at the site, labor, installation costs, overhead, profit, and other expenses contemplated for stated allowance amounts shall be included in the Contract Sum but not in the allowances; and

.3 whenever costs are more than or less than allowances, the Contract Sum shall be adjusted accordingly by Change Order. The amount of the Change Order shall reflect (1) the difference between actual costs and the allowances under Section 3.8.2.1 and (2) changes in Contractor's costs under Section 3.8.2.2.

§ 3.8.3 Materials and equipment under an allowance shall be selected by the Owner with reasonable promptness.

§ 3.9 Superintendent

§ 3.9.1 The Contractor shall employ a competent superintendent and necessary assistants who shall be in attendance at the Project site during performance of the Work. The superintendent shall represent the Contractor, and communications given to the superintendent shall be as binding as if given to the Contractor.

§ 3.9.2 The Contractor, as soon as practicable after award of the Contract, shall notify the Owner and Architect of the name and qualifications of a proposed superintendent. Within 14 days of receipt of the information, the Architect may notify the Contractor, stating whether the Owner or the Architect (1) has reasonable objection to the proposed superintendent or (2) requires additional time for review. Failure of the Architect to provide notice within the 14-day period shall constitute notice of no reasonable objection.

§ 3.9.3 The Contractor shall not employ a proposed superintendent to whom the Owner or Architect has made reasonable and timely objection. The Contractor shall not change the superintendent without the Owner's consent, which shall not unreasonably be withheld or delayed.

§ 3.10 Contractor's Construction and Submittal Schedules

§ 3.10.1 The Contractor, promptly after being awarded the Contract, shall submit for the Owner's and Architect's information a Contractor's construction schedule for the Work. The schedule shall contain detail appropriate for the Project, including (1) the date of commencement of the Work, interim schedule milestone dates, and the date of Substantial Completion; (2) an apportionment of the Work by construction activity; and (3) the time required for completion of each portion of the Work. The schedule shall provide for the orderly progression of the Work to completion and shall not exceed time limits current under the Contract Documents. The schedule shall be revised at appropriate intervals as required by the conditions of the Work and Project.

§ 3.10.2 The Contractor, promptly after being awarded the Contract and thereafter as necessary to maintain a current submittal schedule, shall submit a submittal schedule for the Architect's approval. The Architect's approval shall not be unreasonably delayed or withheld. The submittal schedule shall (1) be coordinated with the Contractor's construction schedule, and (2) allow the Architect reasonable time to review submittals. If the Contractor fails to submit a submittal schedule, or fails to provide submittals in accordance with the approved submittal schedule, the Contractor shall not be entitled to any increase in Contract Sum or extension of Contract Time based on the time required for review of submittals.

§ 3.10.3 The Contractor shall perform the Work in general accordance with the most recent schedules submitted to the Owner and Architect.

§ 3.11 Documents and Samples at the Site

The Contractor shall make available, at the Project site, the Contract Documents, including Change Orders, Construction Change Directives, and other Modifications, in good order and marked currently to indicate field changes and selections made during construction, and the approved Shop Drawings, Product Data, Samples, and similar required submittals. These shall be in electronic form or paper copy, available to the Architect and Owner, and delivered to the Architect for submittal to the Owner upon completion of the Work as a record of the Work as constructed.

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§ 3.12 Shop Drawings, Product Data and Samples

§ 3.12.1 Shop Drawings are drawings, diagrams, schedules, and other data specially prepared for the Work by the Contractor or a Subcontractor, Sub-subcontractor, manufacturer, supplier, or distributor to illustrate some portion of the Work.

§ 3.12.2 Product Data are illustrations, standard schedules, performance charts, instructions, brochures, diagrams, and other information furnished by the Contractor to illustrate materials or equipment for some portion of the Work.

§ 3.12.3 Samples are physical examples that illustrate materials, equipment, or workmanship, and establish standards by which the Work will be judged.

§ 3.12.4 Shop Drawings, Product Data, Samples, and similar submittals are not Contract Documents. Their purpose is to demonstrate how the Contractor proposes to conform to the information given and the design concept expressed in the Contract Documents for those portions of the Work for which the Contract Documents require submittals. Review by the Architect is subject to the limitations of Section 4.2.7. Informational submittals upon which the Architect is not expected to take responsive action may be so identified in the Contract Documents. Submittals that are not required by the Contract Documents may be returned by the Architect without action.

§ 3.12.5 The Contractor shall review for compliance with the Contract Documents, approve, and submit to the Architect, Shop Drawings, Product Data, Samples, and similar submittals required by the Contract Documents, in accordance with the submittal schedule approved by the Architect or, in the absence of an approved submittal schedule, with reasonable promptness and in such sequence as to cause no delay in the Work or in the activities of the Owner or of Separate Contractors.

§ 3.12.6 By submitting Shop Drawings, Product Data, Samples, and similar submittals, the Contractor represents to the Owner and Architect that the Contractor has (1) reviewed and approved them, (2) determined and verified materials, field measurements and field construction criteria related thereto, or will do so, and (3) checked and coordinated the information contained within such submittals with the requirements of the Work and of the Contract Documents.

§ 3.12.7 The Contractor shall perform no portion of the Work for which the Contract Documents require submittal and review of Shop Drawings, Product Data, Samples, or similar submittals, until the respective submittal has been approved by the Architect.

§ 3.12.8 The Work shall be in accordance with approved submittals except that the Contractor shall not be relieved of responsibility for deviations from the requirements of the Contract Documents by the Architect's approval of Shop Drawings, Product Data, Samples, or similar submittals, unless the Contractor has specifically notified the Architect of such deviation at the time of submittal and (1) the Architect has given written approval to the specific deviation as a minor change in the Work, or (2) a Change Order or Construction Change Directive has been issued authorizing the deviation. The Contractor shall not be relieved of responsibility for errors or omissions in Shop Drawings, Product Data, Samples, or similar submittals, by the Architect's approval thereof.

§ 3.12.9 The Contractor shall direct specific attention, in writing or on resubmitted Shop Drawings, Product Data, Samples, or similar submittals, to revisions other than those requested by the Architect on previous submittals. In the absence of such notice, the Architect's approval of a resubmission shall not apply to such revisions.

§ 3.12.10 The Contractor shall not be required to provide professional services that constitute the practice of architecture or engineering unless such services are specifically required by the Contract Documents for a portion of the Work or unless the Contractor needs to provide such services in order to carry out the Contractor's responsibilities for construction means, methods, techniques, sequences, and procedures. The Contractor shall not be required to provide professional services in violation of applicable law.

§ 3.12.10.1 If professional design services or certifications by a design professional related to systems, materials, or equipment are specifically required of the Contractor by the Contract Documents, the Owner and the Architect will specify all performance and design criteria that such services must satisfy. The Contractor shall be entitled to rely upon the adequacy and accuracy of the performance and design criteria provided in the Contract Documents. The Contractor shall cause such services or certifications to be provided by an appropriately licensed design professional, whose signature and seal shall appear on all drawings, calculations, specifications, certifications, Shop Drawings, and

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other submittals prepared by such professional. Shop Drawings, and other submittals related to the Work, designed or certified by such professional, if prepared by others, shall bear such professional's written approval when submitted to the Architect. The Owner and the Architect shall be entitled to rely upon the adequacy and accuracy of the services, certifications, and approvals performed or provided by such design professionals, provided the Owner and Architect have specified to the Contractor the performance and design criteria that such services must satisfy. Pursuant to this Section 3.12.10, the Architect will review and approve or take other appropriate action on submittals only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents.

§ 3.12.10.2 If the Contract Documents require the Contractor's design professional to certify that the Work has been performed in accordance with the design criteria, the Contractor shall furnish such certifications to the Architect at the time and in the form specified by the Architect.

§ 3.13 Use of Site

The Contractor shall confine operations at the site to areas permitted by applicable laws, statutes, ordinances, codes, rules and regulations, lawful orders of public authorities, and the Contract Documents and shall not unreasonably encumber the site with materials or equipment.

§ 3.14 Cutting and Patching

§ 3.14.1 The Contractor shall be responsible for cutting, fitting, or patching required to complete the Work or to make its parts fit together properly. All areas requiring cutting, fitting, or patching shall be restored to the condition existing prior to the cutting, fitting, or patching, unless otherwise required by the Contract Documents.

§ 3.14.2 The Contractor shall not damage or endanger a portion of the Work or fully or partially completed construction of the Owner or Separate Contractors by cutting, patching, or otherwise altering such construction, or by excavation. The Contractor shall not cut or otherwise alter construction by the Owner or a Separate Contractor except with written consent of the Owner and of the Separate Contractor. Consent shall not be unreasonably withheld. The Contractor shall not unreasonably withhold, from the Owner or a Separate Contractor, its consent to cutting or otherwise altering the Work.

§ 3.15 Cleaning Up

§ 3.15.1 The Contractor shall keep the premises and surrounding area free from accumulation of waste materials and rubbish caused by operations under the Contract. At completion of the Work, the Contractor shall remove waste materials, rubbish, the Contractor's tools, construction equipment, machinery, and surplus materials from and about the Project.

§ 3.15.2 If the Contractor fails to clean up as provided in the Contract Documents, the Owner may do so and the Owner shall be entitled to reimbursement from the Contractor.

§ 3.16 Access to Work

The Contractor shall provide the Owner and Architect with access to the Work in preparation and progress wherever located.

§ 3.17 Royalties, Patents and Copyrights

The Contractor shall pay all royalties and license fees. The Contractor shall defend suits or claims for infringement of copyrights and patent rights and shall hold the Owner and Architect harmless from loss on account thereof, but shall not be responsible for defense or loss when a particular design, process, or product of a particular manufacturer or manufacturers is required by the Contract Documents, or where the copyright violations are contained in Drawings, Specifications, or other documents prepared by the Owner or Architect. However, if an infringement of a copyright or patent is discovered by, or made known to, the Contractor, the Contractor shall be responsible for the loss unless the information is promptly furnished to the Architect.

§ 3.18 Indemnification

§ 3.18.1 To the fullest extent permitted by law, the Contractor shall indemnify and hold harmless the Owner, Architect, Architect's consultants, and agents and employees of any of them from and against claims, damages, losses, and expenses, including but not limited to attorneys' fees, arising out of or resulting from performance of the Work, provided that such claim, damage, loss, or expense is attributable to bodily injury, sickness, disease or death, or to

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injury to or destruction of tangible property (other than the Work itself), but only to the extent caused by the negligent acts or omissions of the Contractor, a Subcontractor, anyone directly or indirectly employed by them, or anyone for whose acts they may be liable, regardless of whether or not such claim, damage, loss, or expense is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or reduce other rights or obligations of indemnity that would otherwise exist as to a party or person described in this Section 3.18.

§ 3.18.2 In claims against any person or entity indemnified under this Section 3.18 by an employee of the Contractor, a Subcontractor, anyone directly or indirectly employed by them, or anyone for whose acts they may be liable, the indemnification obligation under Section 3.18.1 shall not be limited by a limitation on amount or type of damages, compensation, or benefits payable by or for the Contractor or a Subcontractor under workers' compensation acts, disability benefit acts, or other employee benefit acts.

ARTICLE 4 ARCHITECT

§ 4.1 General

§ 4.1.1 The Architect is the person or entity retained by the Owner pursuant to Section 2.3.2 and identified as such in the Agreement.

§ 4.1.2 Duties, responsibilities, and limitations of authority of the Architect as set forth in the Contract Documents shall not be restricted, modified, or extended without written consent of the Owner, Contractor, and Architect. Consent shall not be unreasonably withheld.

§ 4.2 Administration of the Contract

§ 4.2.1 The Architect will provide administration of the Contract as described in the Contract Documents and will be an Owner's representative during construction until the date the Architect issues the final Certificate for Payment. The Architect will have authority to act on behalf of the Owner only to the extent provided in the Contract Documents.

§ 4.2.2 The Architect will visit the site at intervals appropriate to the stage of construction, or as otherwise agreed with the Owner, to become generally familiar with the progress and quality of the portion of the Work completed, and to determine in general if the Work observed is being performed in a manner indicating that the Work, when fully completed, will be in accordance with the Contract Documents. However, the Architect will not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the Work. The Architect will not have control over, charge of, or responsibility for the construction means, methods, techniques, sequences or procedures, or for the safety precautions and programs in connection with the Work, since these are solely the Contractor's rights and responsibilities under the Contract Documents.

§ 4.2.3 On the basis of the site visits, the Architect will keep the Owner reasonably informed about the progress and quality of the portion of the Work completed, and promptly report to the Owner (1) known deviations from the Contract Documents, (2) known deviations from the most recent construction schedule submitted by the Contractor, and (3) defects and deficiencies observed in the Work. The Architect will not be responsible for the Contractor's failure to perform the Work in accordance with the requirements of the Contract Documents. The Architect will not have control over or charge of, and will not be responsible for acts or omissions of, the Contractor, Subcontractors, or their agents or employees, or any other persons or entities performing portions of the Work.

§ 4.2.4 Communications

The Owner and Contractor shall include the Architect in all communications that relate to or affect the Architect's services or professional responsibilities. The Owner shall promptly notify the Architect of the substance of any direct communications between the Owner and the Contractor otherwise relating to the Project. Communications by and with the Architect's consultants shall be through the Architect. Communications by and with Subcontractors and suppliers shall be through the Contractor. Communications by and with Separate Contractors shall be through the Owner. The Contract Documents may specify other communication protocols.

§ 4.2.5 Based on the Architect's evaluations of the Contractor's Applications for Payment, the Architect will review and certify the amounts due the Contractor and will issue Certificates for Payment in such amounts.

§ 4.2.6 The Architect has authority to reject Work that does not conform to the Contract Documents. Whenever the Architect considers it necessary or advisable, the Architect will have authority to require inspection or testing of the Work in accordance with Sections 13.4.2 and 13.4.3, whether or not the Work is fabricated, installed or completed.

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However, neither this authority of the Architect nor a decision made in good faith either to exercise or not to exercise such authority shall give rise to a duty or responsibility of the Architect to the Contractor, Subcontractors, suppliers, their agents or employees, or other persons or entities performing portions of the Work.

§ 4.2.7 The Architect will review and approve, or take other appropriate action upon, the Contractor's submittals such as Shop Drawings, Product Data, and Samples, but only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. The Architect's action will be taken in accordance with the submittal schedule approved by the Architect or, in the absence of an approved submittal schedule, with reasonable promptness while allowing sufficient time in the Architect's professional judgment to permit adequate review. Review of such submittals is not conducted for the purpose of determining the accuracy and completeness of other details such as dimensions and quantities, or for substantiating instructions for installation or performance of equipment or systems, all of which remain the responsibility of the Contractor as required by the Contract Documents. The Architect's review of the Contractor's submittals shall not relieve the Contractor of the obligations under Sections 3.3, 3.5, and 3.12. The Architect's review shall not constitute approval of safety precautions or of any construction means, methods, techniques, sequences, or procedures. The Architect's approval of a specific item shall not indicate approval of an assembly of which the item is a component.

§ 4.2.8 The Architect will prepare Change Orders and Construction Change Directives, and may order minor changes in the Work as provided in Section 7.4. The Architect will investigate and make determinations and recommendations regarding concealed and unknown conditions as provided in Section 3.7.4.

§ 4.2.9 The Architect will conduct inspections to determine the date or dates of Substantial Completion and the date of final completion; issue Certificates of Substantial Completion pursuant to Section 9.8; receive and forward to the Owner, for the Owner's review and records, written warranties and related documents required by the Contract and assembled by the Contractor pursuant to Section 9.10; and issue a final Certificate for Payment pursuant to Section 9.10.

§ 4.2.10 If the Owner and Architect agree, the Architect will provide one or more Project representatives to assist in carrying out the Architect's responsibilities at the site. The Owner shall notify the Contractor of any change in the duties, responsibilities and limitations of authority of the Project representatives.

§ 4.2.11 The Architect will interpret and decide matters concerning performance under, and requirements of, the Contract Documents on written request of either the Owner or Contractor. The Architect's response to such requests will be made in writing within any time limits agreed upon or otherwise with reasonable promptness.

§ 4.2.12 Interpretations and decisions of the Architect will be consistent with the intent of, and reasonably inferable from, the Contract Documents and will be in writing or in the form of drawings. When making such interpretations and decisions, the Architect will endeavor to secure faithful performance by both Owner and Contractor, will not show partiality to either, and will not be liable for results of interpretations or decisions rendered in good faith.

§ 4.2.13 The Architect's decisions on matters relating to aesthetic effect will be final if consistent with the intent expressed in the Contract Documents.

§ 4.2.14 The Architect will review and respond to requests for information about the Contract Documents. The Architect's response to such requests will be made in writing within any time limits agreed upon or otherwise with reasonable promptness. If appropriate, the Architect will prepare and issue supplemental Drawings and Specifications in response to the requests for information.

ARTICLE 5 SUBCONTRACTORS

§ 5.1 Definitions

§ 5.1.1 A Subcontractor is a person or entity who has a direct contract with the Contractor to perform a portion of the Work at the site. The term "Subcontractor" is referred to throughout the Contract Documents as if singular in number and means a Subcontractor or an authorized representative of the Subcontractor. The term "Subcontractor" does not include a Separate Contractor or the subcontractors of a Separate Contractor.

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§ 5.1.2 A Sub-subcontractor is a person or entity who has a direct or indirect contract with a Subcontractor to perform a portion of the Work at the site. The term "Sub-subcontractor" is referred to throughout the Contract Documents as if singular in number and means a Sub-subcontractor or an authorized representative of the Sub-subcontractor.

§ 5.2 Award of Subcontracts and Other Contracts for Portions of the Work

§ 5.2.1 Unless otherwise stated in the Contract Documents, the Contractor, as soon as practicable after award of the Contract, shall notify the Owner and Architect of the persons or entities proposed for each principal portion of the Work, including those who are to furnish materials or equipment fabricated to a special design. Within 14 days of receipt of the information, the Architect may notify the Contractor whether the Owner or the Architect (1) has reasonable objection to any such proposed person or entity or (2) requires additional time for review. Failure of the Architect to provide notice within the 14-day period shall constitute notice of no reasonable objection.

§ 5.2.2 The Contractor shall not contract with a proposed person or entity to whom the Owner or Architect has made reasonable and timely objection. The Contractor shall not be required to contract with anyone to whom the Contractor has made reasonable objection.

§ 5.2.3 If the Owner or Architect has reasonable objection to a person or entity proposed by the Contractor, the Contractor shall propose another to whom the Owner or Architect has no reasonable objection. If the proposed but rejected Subcontractor was reasonably capable of performing the Work, the Contract Sum and Contract Time shall be increased or decreased by the difference, if any, occasioned by such change, and an appropriate Change Order shall be issued before commencement of the substitute Subcontractor's Work. However, no increase in the Contract Sum or Contract Time shall be allowed for such change unless the Contractor has acted promptly and responsively in submitting names as required.

§ 5.2.4 The Contractor shall not substitute a Subcontractor, person, or entity for one previously selected if the Owner or Architect makes reasonable objection to such substitution.

§ 5.3 Subcontractual Relations

By appropriate written agreement, the Contractor shall require each Subcontractor, to the extent of the Work to be performed by the Subcontractor, to be bound to the Contractor by terms of the Contract Documents, and to assume toward the Contractor all the obligations and responsibilities, including the responsibility for safety of the Subcontractor's Work that the Contractor, by these Contract Documents, assumes toward the Owner and Architect. Each subcontract agreement shall preserve and protect the rights of the Owner and Architect under the Contract Documents with respect to the Work to be performed by the Subcontractor so that subcontracting thereof will not prejudice such rights, and shall allow to the Subcontractor, unless specifically provided otherwise in the subcontract agreement, the benefit of all rights, remedies, and redress against the Contractor that the Contractor, by the Contract Documents, has against the Owner. Where appropriate, the Contractor shall require each Subcontractor to enter into similar agreements with Sub-subcontractors. The Contractor shall make available to each proposed Subcontractor, prior to the execution of the subcontract agreement, copies of the Contract Documents to which the Subcontractor will be bound, and, upon written request of the Subcontractor, identify to the Subcontractor terms and conditions of the proposed subcontract agreement that may be at variance with the Contract Documents. Subcontractors will similarly make copies of applicable portions of such documents available to their respective proposed Sub-subcontractors.

§ 5.4 Contingent Assignment of Subcontracts

§ 5.4.1 Each subcontract agreement for a portion of the Work is assigned by the Contractor to the Owner, provided that

- **.1** assignment is effective only after termination of the Contract by the Owner for cause pursuant to Section 14.2 and only for those subcontract agreements that the Owner accepts by notifying the Subcontractor and Contractor; and
- **.2** assignment is subject to the prior rights of the surety, if any, obligated under bond relating to the Contract.

When the Owner accepts the assignment of a subcontract agreement, the Owner assumes the Contractor's rights and obligations under the subcontract.

§ 5.4.2 Upon such assignment, if the Work has been suspended for more than 30 days, the Subcontractor's compensation shall be equitably adjusted for increases in cost resulting from the suspension.

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§ 5.4.3 Upon assignment to the Owner under this Section 5.4, the Owner may further assign the subcontract to a successor contractor or other entity. If the Owner assigns the subcontract to a successor contractor or other entity, the Owner shall nevertheless remain legally responsible for all of the successor contractor's obligations under the subcontract.

ARTICLE 6 CONSTRUCTION BY OWNER OR BY SEPARATE CONTRACTORS

§ 6.1 Owner's Right to Perform Construction and to Award Separate Contracts

§ 6.1.1 The term "Separate Contractor(s)" shall mean other contractors retained by the Owner under separate agreements. The Owner reserves the right to perform construction or operations related to the Project with the Owner's own forces, and with Separate Contractors retained under Conditions of the Contract substantially similar to those of this Contract, including those provisions of the Conditions of the Contract related to insurance and waiver of subrogation.

§ 6.1.2 When separate contracts are awarded for different portions of the Project or other construction or operations on the site, the term "Contractor" in the Contract Documents in each case shall mean the Contractor who executes each separate Owner-Contractor Agreement.

§ 6.1.3 The Owner shall provide for coordination of the activities of the Owner's own forces and of each Separate Contractor with the Work of the Contractor, who shall cooperate with them. The Contractor shall participate with any Separate Contractors and the Owner in reviewing their construction schedules. The Contractor shall make any revisions to its construction schedule deemed necessary after a joint review and mutual agreement. The construction schedules shall then constitute the schedules to be used by the Contractor, Separate Contractors, and the Owner until subsequently revised.

§ 6.1.4 Unless otherwise provided in the Contract Documents, when the Owner performs construction or operations related to the Project with the Owner's own forces or with Separate Contractors, the Owner or its Separate Contractors shall have the same obligations and rights that the Contractor has under the Conditions of the Contract, including, without excluding others, those stated in Article 3, this Article 6, and Articles 10, 11, and 12.

§ 6.2 Mutual Responsibility

§ 6.2.1 The Contractor shall afford the Owner and Separate Contractors reasonable opportunity for introduction and storage of their materials and equipment and performance of their activities, and shall connect and coordinate the Contractor's construction and operations with theirs as required by the Contract Documents.

§ 6.2.2 If part of the Contractor's Work depends for proper execution or results upon construction or operations by the Owner or a Separate Contractor, the Contractor shall, prior to proceeding with that portion of the Work, promptly notify the Architect of apparent discrepancies or defects in the construction or operations by the Owner or Separate Contractor that would render it unsuitable for proper execution and results of the Contractor's Work. Failure of the Contractor to notify the Architect of apparent discrepancies or defects prior to proceeding with the Work shall constitute an acknowledgment that the Owner's or Separate Contractor's completed or partially completed construction is fit and proper to receive the Contractor's Work. The Contractor shall not be responsible for discrepancies or defects in the construction or operations by the Owner or Separate Contractor that are not apparent.

§ 6.2.3 The Contractor shall reimburse the Owner for costs the Owner incurs that are payable to a Separate Contractor because of the Contractor's delays, improperly timed activities or defective construction. The Owner shall be responsible to the Contractor for costs the Contractor incurs because of a Separate Contractor's delays, improperly timed activities, damage to the Work or defective construction.

§ 6.2.4 The Contractor shall promptly remedy damage that the Contractor wrongfully causes to completed or partially completed construction or to property of the Owner or Separate Contractor as provided in Section 10.2.5.

§ 6.2.5 The Owner and each Separate Contractor shall have the same responsibilities for cutting and patching as are described for the Contractor in Section 3.14.

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§ 6.3 Owner's Right to Clean Up

If a dispute arises among the Contractor, Separate Contractors, and the Owner as to the responsibility under their respective contracts for maintaining the premises and surrounding area free from waste materials and rubbish, the Owner may clean up and the Architect will allocate the cost among those responsible.

ARTICLE 7 CHANGES IN THE WORK

§ 7.1 General

§ 7.1.1 Changes in the Work may be accomplished after execution of the Contract, and without invalidating the Contract, by Change Order, Construction Change Directive or order for a minor change in the Work, subject to the limitations stated in this Article 7 and elsewhere in the Contract Documents.

§ 7.1.2 A Change Order shall be based upon agreement among the Owner, Contractor, and Architect. A Construction Change Directive requires agreement by the Owner and Architect and may or may not be agreed to by the Contractor. An order for a minor change in the Work may be issued by the Architect alone.

§ 7.1.3 Changes in the Work shall be performed under applicable provisions of the Contract Documents. The Contractor shall proceed promptly with changes in the Work, unless otherwise provided in the Change Order, Construction Change Directive, or order for a minor change in the Work.

§ 7.2 Change Orders

§ 7.2.1 A Change Order is a written instrument prepared by the Architect and signed by the Owner, Contractor, and Architect stating their agreement upon all of the following:

.1 The change in the Work;
.2 The amount of the adjustment, if any, in the Contract Sum; and
.3 The extent of the adjustment, if any, in the Contract Time.

§ 7.3 Construction Change Directives

§ 7.3.1 A Construction Change Directive is a written order prepared by the Architect and signed by the Owner and Architect, directing a change in the Work prior to agreement on adjustment, if any, in the Contract Sum or Contract Time, or both. The Owner may by Construction Change Directive, without invalidating the Contract, order changes in the Work within the general scope of the Contract consisting of additions, deletions, or other revisions, the Contract Sum and Contract Time being adjusted accordingly.

§ 7.3.2 A Construction Change Directive shall be used in the absence of total agreement on the terms of a Change Order.

§ 7.3.3 If the Construction Change Directive provides for an adjustment to the Contract Sum, the adjustment shall be based on one of the following methods:

.1 Mutual acceptance of a lump sum properly itemized and supported by sufficient substantiating data to permit evaluation;
.2 Unit prices stated in the Contract Documents or subsequently agreed upon;
.3 Cost to be determined in a manner agreed upon by the parties and a mutually acceptable fixed or percentage fee; or
.4 As provided in Section 7.3.4.

§ 7.3.4 If the Contractor does not respond promptly or disagrees with the method for adjustment in the Contract Sum, the Architect shall determine the adjustment on the basis of reasonable expenditures and savings of those performing the Work attributable to the change, including, in case of an increase in the Contract Sum, an amount for overhead and profit as set forth in the Agreement, or if no such amount is set forth in the Agreement, a reasonable amount. In such case, and also under Section 7.3.3.3, the Contractor shall keep and present, in such form as the Architect may prescribe, an itemized accounting together with appropriate supporting data. Unless otherwise provided in the Contract Documents, costs for the purposes of this Section 7.3.4 shall be limited to the following:

.1 Costs of labor, including applicable payroll taxes, fringe benefits required by agreement or custom, workers' compensation insurance, and other employee costs approved by the Architect;
.2 Costs of materials, supplies, and equipment, including cost of transportation, whether incorporated or consumed;

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.3 Rental costs of machinery and equipment, exclusive of hand tools, whether rented from the Contractor or others;

.4 Costs of premiums for all bonds and insurance, permit fees, and sales, use, or similar taxes, directly related to the change; and

.5 Costs of supervision and field office personnel directly attributable to the change.

§ 7.3.5 If the Contractor disagrees with the adjustment in the Contract Time, the Contractor may make a Claim in accordance with applicable provisions of Article 15.

§ 7.3.6 Upon receipt of a Construction Change Directive, the Contractor shall promptly proceed with the change in the Work involved and advise the Architect of the Contractor's agreement or disagreement with the method, if any, provided in the Construction Change Directive for determining the proposed adjustment in the Contract Sum or Contract Time.

§ 7.3.7 A Construction Change Directive signed by the Contractor indicates the Contractor's agreement therewith, including adjustment in Contract Sum and Contract Time or the method for determining them. Such agreement shall be effective immediately and shall be recorded as a Change Order.

§ 7.3.8 The amount of credit to be allowed by the Contractor to the Owner for a deletion or change that results in a net decrease in the Contract Sum shall be actual net cost as confirmed by the Architect. When both additions and credits covering related Work or substitutions are involved in a change, the allowance for overhead and profit shall be figured on the basis of net increase, if any, with respect to that change.

§ 7.3.9 Pending final determination of the total cost of a Construction Change Directive to the Owner, the Contractor may request payment for Work completed under the Construction Change Directive in Applications for Payment. The Architect will make an interim determination for purposes of monthly certification for payment for those costs and certify for payment the amount that the Architect determines, in the Architect's professional judgment, to be reasonably justified. The Architect's interim determination of cost shall adjust the Contract Sum on the same basis as a Change Order, subject to the right of either party to disagree and assert a Claim in accordance with Article 15.

§ 7.3.10 When the Owner and Contractor agree with a determination made by the Architect concerning the adjustments in the Contract Sum and Contract Time, or otherwise reach agreement upon the adjustments, such agreement shall be effective immediately and the Architect will prepare a Change Order. Change Orders may be issued for all or any part of a Construction Change Directive.

§ 7.4 Minor Changes in the Work

The Architect may order minor changes in the Work that are consistent with the intent of the Contract Documents and do not involve an adjustment in the Contract Sum or an extension of the Contract Time. The Architect's order for minor changes shall be in writing. If the Contractor believes that the proposed minor change in the Work will affect the Contract Sum or Contract Time, the Contractor shall notify the Architect and shall not proceed to implement the change in the Work. If the Contractor performs the Work set forth in the Architect's order for a minor change without prior notice to the Architect that such change will affect the Contract Sum or Contract Time, the Contractor waives any adjustment to the Contract Sum or extension of the Contract Time.

ARTICLE 8 TIME

§ 8.1 Definitions

§ 8.1.1 Unless otherwise provided, Contract Time is the period of time, including authorized adjustments, allotted in the Contract Documents for Substantial Completion of the Work.

§ 8.1.2 The date of commencement of the Work is the date established in the Agreement.

§ 8.1.3 The date of Substantial Completion is the date certified by the Architect in accordance with Section 9.8.

§ 8.1.4 The term "day" as used in the Contract Documents shall mean calendar day unless otherwise specifically defined.

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§ 8.2 Progress and Completion

§ 8.2.1 Time limits stated in the Contract Documents are of the essence of the Contract. By executing the Agreement, the Contractor confirms that the Contract Time is a reasonable period for performing the Work.

§ 8.2.2 The Contractor shall not knowingly, except by agreement or instruction of the Owner in writing, commence the Work prior to the effective date of insurance required to be furnished by the Contractor and Owner.

§ 8.2.3 The Contractor shall proceed expeditiously with adequate forces and shall achieve Substantial Completion within the Contract Time.

§ 8.3 Delays and Extensions of Time

§ 8.3.1 If the Contractor is delayed at any time in the commencement or progress of the Work by (1) an act or neglect of the Owner or Architect, of an employee of either, or of a Separate Contractor; (2) by changes ordered in the Work; (3) by labor disputes, fire, unusual delay in deliveries, unavoidable casualties, adverse weather conditions documented in accordance with Section 15.1.6.2, or other causes beyond the Contractor's control; (4) by delay authorized by the Owner pending mediation and binding dispute resolution; or (5) by other causes that the Contractor asserts, and the Architect determines, justify delay, then the Contract Time shall be extended for such reasonable time as the Architect may determine.

§ 8.3.2 Claims relating to time shall be made in accordance with applicable provisions of Article 15.

§ 8.3.3 This Section 8.3 does not preclude recovery of damages for delay by either party under other provisions of the Contract Documents.

ARTICLE 9 PAYMENTS AND COMPLETION

§ 9.1 Contract Sum

§ 9.1.1 The Contract Sum is stated in the Agreement and, including authorized adjustments, is the total amount payable by the Owner to the Contractor for performance of the Work under the Contract Documents.

§ 9.1.2 If unit prices are stated in the Contract Documents or subsequently agreed upon, and if quantities originally contemplated are materially changed so that application of such unit prices to the actual quantities causes substantial inequity to the Owner or Contractor, the applicable unit prices shall be equitably adjusted.

§ 9.2 Schedule of Values

Where the Contract is based on a stipulated sum or Guaranteed Maximum Price, the Contractor shall submit a schedule of values to the Architect before the first Application for Payment, allocating the entire Contract Sum to the various portions of the Work. The schedule of values shall be prepared in the form, and supported by the data to substantiate its accuracy, required by the Architect. This schedule, unless objected to by the Architect, shall be used as a basis for reviewing the Contractor's Applications for Payment. Any changes to the schedule of values shall be submitted to the Architect and supported by such data to substantiate its accuracy as the Architect may require, and unless objected to by the Architect, shall be used as a basis for reviewing the Contractor's subsequent Applications for Payment.

§ 9.3 Applications for Payment

§ 9.3.1 At least ten days before the date established for each progress payment, the Contractor shall submit to the Architect an itemized Application for Payment prepared in accordance with the schedule of values, if required under Section 9.2, for completed portions of the Work. The application shall be notarized, if required, and supported by all data substantiating the Contractor's right to payment that the Owner or Architect require, such as copies of requisitions, and releases and waivers of liens from Subcontractors and suppliers, and shall reflect retainage if provided for in the Contract Documents.

§ 9.3.1.1 As provided in Section 7.3.9, such applications may include requests for payment on account of changes in the Work that have been properly authorized by Construction Change Directives, or by interim determinations of the Architect, but not yet included in Change Orders.

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§ 9.3.1.2 Applications for Payment shall not include requests for payment for portions of the Work for which the Contractor does not intend to pay a Subcontractor or supplier, unless such Work has been performed by others whom the Contractor intends to pay.

§ 9.3.2 Unless otherwise provided in the Contract Documents, payments shall be made on account of materials and equipment delivered and suitably stored at the site for subsequent incorporation in the Work. If approved in advance by the Owner, payment may similarly be made for materials and equipment suitably stored off the site at a location agreed upon in writing. Payment for materials and equipment stored on or off the site shall be conditioned upon compliance by the Contractor with procedures satisfactory to the Owner to establish the Owner's title to such materials and equipment or otherwise protect the Owner's interest, and shall include the costs of applicable insurance, storage, and transportation to the site, for such materials and equipment stored off the site.

§ 9.3.3 The Contractor warrants that title to all Work covered by an Application for Payment will pass to the Owner no later than the time of payment. The Contractor further warrants that upon submittal of an Application for Payment all Work for which Certificates for Payment have been previously issued and payments received from the Owner shall, to the best of the Contractor's knowledge, information, and belief, be free and clear of liens, claims, security interests, or encumbrances, in favor of the Contractor, Subcontractors, suppliers, or other persons or entities that provided labor, materials, and equipment relating to the Work.

§ 9.4 Certificates for Payment

§ 9.4.1 The Architect will, within seven days after receipt of the Contractor's Application for Payment, either (1) issue to the Owner a Certificate for Payment in the full amount of the Application for Payment, with a copy to the Contractor; or (2) issue to the Owner a Certificate for Payment for such amount as the Architect determines is properly due, and notify the Contractor and Owner of the Architect's reasons for withholding certification in part as provided in Section 9.5.1; or (3) withhold certification of the entire Application for Payment, and notify the Contractor and Owner of the Architect's reason for withholding certification in whole as provided in Section 9.5.1.

§ 9.4.2 The issuance of a Certificate for Payment will constitute a representation by the Architect to the Owner, based on the Architect's evaluation of the Work and the data in the Application for Payment, that, to the best of the Architect's knowledge, information, and belief, the Work has progressed to the point indicated, the quality of the Work is in accordance with the Contract Documents, and that the Contractor is entitled to payment in the amount certified. The foregoing representations are subject to an evaluation of the Work for conformance with the Contract Documents upon Substantial Completion, to results of subsequent tests and inspections, to correction of minor deviations from the Contract Documents prior to completion, and to specific qualifications expressed by the Architect. However, the issuance of a Certificate for Payment will not be a representation that the Architect has (1) made exhaustive or continuous on-site inspections to check the quality or quantity of the Work; (2) reviewed construction means, methods, techniques, sequences, or procedures; (3) reviewed copies of requisitions received from Subcontractors and suppliers and other data requested by the Owner to substantiate the Contractor's right to payment; or (4) made examination to ascertain how or for what purpose the Contractor has used money previously paid on account of the Contract Sum.

§ 9.5 Decisions to Withhold Certification

§ 9.5.1 The Architect may withhold a Certificate for Payment in whole or in part, to the extent reasonably necessary to protect the Owner, if in the Architect's opinion the representations to the Owner required by Section 9.4.2 cannot be made. If the Architect is unable to certify payment in the amount of the Application, the Architect will notify the Contractor and Owner as provided in Section 9.4.1. If the Contractor and Architect cannot agree on a revised amount, the Architect will promptly issue a Certificate for Payment for the amount for which the Architect is able to make such representations to the Owner. The Architect may also withhold a Certificate for Payment or, because of subsequently discovered evidence, may nullify the whole or a part of a Certificate for Payment previously issued, to such extent as may be necessary in the Architect's opinion to protect the Owner from loss for which the Contractor is responsible, including loss resulting from acts and omissions described in Section 3.3.2, because of

- **.1** defective Work not remedied;
- **.2** third party claims filed or reasonable evidence indicating probable filing of such claims, unless security acceptable to the Owner is provided by the Contractor;
- **.3** failure of the Contractor to make payments properly to Subcontractors or suppliers for labor, materials or equipment;
- **.4** reasonable evidence that the Work cannot be completed for the unpaid balance of the Contract Sum;

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.5 damage to the Owner or a Separate Contractor;
.6 reasonable evidence that the Work will not be completed within the Contract Time, and that the unpaid balance would not be adequate to cover actual or liquidated damages for the anticipated delay; or
.7 repeated failure to carry out the Work in accordance with the Contract Documents.

§ 9.5.2 When either party disputes the Architect's decision regarding a Certificate for Payment under Section 9.5.1, in whole or in part, that party may submit a Claim in accordance with Article 15.

§ 9.5.3 When the reasons for withholding certification are removed, certification will be made for amounts previously withheld.

§ 9.5.4 If the Architect withholds certification for payment under Section 9.5.1.3, the Owner may, at its sole option, issue joint checks to the Contractor and to any Subcontractor or supplier to whom the Contractor failed to make payment for Work properly performed or material or equipment suitably delivered. If the Owner makes payments by joint check, the Owner shall notify the Architect and the Contractor shall reflect such payment on its next Application for Payment.

§ 9.6 Progress Payments

§ 9.6.1 After the Architect has issued a Certificate for Payment, the Owner shall make payment in the manner and within the time provided in the Contract Documents, and shall so notify the Architect.

§ 9.6.2 The Contractor shall pay each Subcontractor, no later than seven days after receipt of payment from the Owner, the amount to which the Subcontractor is entitled, reflecting percentages actually retained from payments to the Contractor on account of the Subcontractor's portion of the Work. The Contractor shall, by appropriate agreement with each Subcontractor, require each Subcontractor to make payments to Sub-subcontractors in a similar manner.

§ 9.6.3 The Architect will, on request, furnish to a Subcontractor, if practicable, information regarding percentages of completion or amounts applied for by the Contractor and action taken thereon by the Architect and Owner on account of portions of the Work done by such Subcontractor.

§ 9.6.4 The Owner has the right to request written evidence from the Contractor that the Contractor has properly paid Subcontractors and suppliers amounts paid by the Owner to the Contractor for subcontracted Work. If the Contractor fails to furnish such evidence within seven days, the Owner shall have the right to contact Subcontractors and suppliers to ascertain whether they have been properly paid. Neither the Owner nor Architect shall have an obligation to pay, or to see to the payment of money to, a Subcontractor or supplier, except as may otherwise be required by law.

§ 9.6.5 The Contractor's payments to suppliers shall be treated in a manner similar to that provided in Sections 9.6.2, 9.6.3 and 9.6.4.

§ 9.6.6 A Certificate for Payment, a progress payment, or partial or entire use or occupancy of the Project by the Owner shall not constitute acceptance of Work not in accordance with the Contract Documents.

§ 9.6.7 Unless the Contractor provides the Owner with a payment bond in the full penal sum of the Contract Sum, payments received by the Contractor for Work properly performed by Subcontractors or provided by suppliers shall be held by the Contractor for those Subcontractors or suppliers who performed Work or furnished materials, or both, under contract with the Contractor for which payment was made by the Owner. Nothing contained herein shall require money to be placed in a separate account and not commingled with money of the Contractor, create any fiduciary liability or tort liability on the part of the Contractor for breach of trust, or entitle any person or entity to an award of punitive damages against the Contractor for breach of the requirements of this provision.

§ 9.6.8 Provided the Owner has fulfilled its payment obligations under the Contract Documents, the Contractor shall defend and indemnify the Owner from all loss, liability, damage or expense, including reasonable attorney's fees and litigation expenses, arising out of any lien claim or other claim for payment by any Subcontractor or supplier of any tier. Upon receipt of notice of a lien claim or other claim for payment, the Owner shall notify the Contractor. If approved by the applicable court, when required, the Contractor may substitute a surety bond for the property against which the lien or other claim for payment has been asserted.

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§ 9.7 Failure of Payment

If the Architect does not issue a Certificate for Payment, through no fault of the Contractor, within seven days after receipt of the Contractor's Application for Payment, or if the Owner does not pay the Contractor within seven days after the date established in the Contract Documents, the amount certified by the Architect or awarded by binding dispute resolution, then the Contractor may, upon seven additional days' notice to the Owner and Architect, stop the Work until payment of the amount owing has been received. The Contract Time shall be extended appropriately and the Contract Sum shall be increased by the amount of the Contractor's reasonable costs of shutdown, delay and start-up, plus interest as provided for in the Contract Documents.

§ 9.8 Substantial Completion

§ 9.8.1 Substantial Completion is the stage in the progress of the Work when the Work or designated portion thereof is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use.

§ 9.8.2 When the Contractor considers that the Work, or a portion thereof which the Owner agrees to accept separately, is substantially complete, the Contractor shall prepare and submit to the Architect a comprehensive list of items to be completed or corrected prior to final payment. Failure to include an item on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents.

§ 9.8.3 Upon receipt of the Contractor's list, the Architect will make an inspection to determine whether the Work or designated portion thereof is substantially complete. If the Architect's inspection discloses any item, whether or not included on the Contractor's list, which is not sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work or designated portion thereof for its intended use, the Contractor shall, before issuance of the Certificate of Substantial Completion, complete or correct such item upon notification by the Architect. In such case, the Contractor shall then submit a request for another inspection by the Architect to determine Substantial Completion.

§ 9.8.4 When the Work or designated portion thereof is substantially complete, the Architect will prepare a Certificate of Substantial Completion that shall establish the date of Substantial Completion; establish responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work and insurance; and fix the time within which the Contractor shall finish all items on the list accompanying the Certificate. Warranties required by the Contract Documents shall commence on the date of Substantial Completion of the Work or designated portion thereof unless otherwise provided in the Certificate of Substantial Completion.

§ 9.8.5 The Certificate of Substantial Completion shall be submitted to the Owner and Contractor for their written acceptance of responsibilities assigned to them in the Certificate. Upon such acceptance, and consent of surety if any, the Owner shall make payment of retainage applying to the Work or designated portion thereof. Such payment shall be adjusted for Work that is incomplete or not in accordance with the requirements of the Contract Documents.

§ 9.9 Partial Occupancy or Use

§ 9.9.1 The Owner may occupy or use any completed or partially completed portion of the Work at any stage when such portion is designated by separate agreement with the Contractor, provided such occupancy or use is consented to by the insurer and authorized by public authorities having jurisdiction over the Project. Such partial occupancy or use may commence whether or not the portion is substantially complete, provided the Owner and Contractor have accepted in writing the responsibilities assigned to each of them for payments, retainage, if any, security, maintenance, heat, utilities, damage to the Work and insurance, and have agreed in writing concerning the period for correction of the Work and commencement of warranties required by the Contract Documents. When the Contractor considers a portion substantially complete, the Contractor shall prepare and submit a list to the Architect as provided under Section 9.8.2. Consent of the Contractor to partial occupancy or use shall not be unreasonably withheld. The stage of the progress of the Work shall be determined by written agreement between the Owner and Contractor or, if no agreement is reached, by decision of the Architect.

§ 9.9.2 Immediately prior to such partial occupancy or use, the Owner, Contractor, and Architect shall jointly inspect the area to be occupied or portion of the Work to be used in order to determine and record the condition of the Work.

§ 9.9.3 Unless otherwise agreed upon, partial occupancy or use of a portion or portions of the Work shall not constitute acceptance of Work not complying with the requirements of the Contract Documents.

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§ 9.10 Final Completion and Final Payment

§ 9.10.1 Upon receipt of the Contractor's notice that the Work is ready for final inspection and acceptance and upon receipt of a final Application for Payment, the Architect will promptly make such inspection. When the Architect finds the Work acceptable under the Contract Documents and the Contract fully performed, the Architect will promptly issue a final Certificate for Payment stating that to the best of the Architect's knowledge, information and belief, and on the basis of the Architect's on-site visits and inspections, the Work has been completed in accordance with the Contract Documents and that the entire balance found to be due the Contractor and noted in the final Certificate is due and payable. The Architect's final Certificate for Payment will constitute a further representation that conditions listed in Section 9.10.2 as precedent to the Contractor's being entitled to final payment have been fulfilled.

§ 9.10.2 Neither final payment nor any remaining retained percentage shall become due until the Contractor submits to the Architect (1) an affidavit that payrolls, bills for materials and equipment, and other indebtedness connected with the Work for which the Owner or the Owner's property might be responsible or encumbered (less amounts withheld by Owner) have been paid or otherwise satisfied, (2) a certificate evidencing that insurance required by the Contract Documents to remain in force after final payment is currently in effect, (3) a written statement that the Contractor knows of no reason that the insurance will not be renewable to cover the period required by the Contract Documents, (4) consent of surety, if any, to final payment, (5) documentation of any special warranties, such as manufacturers' warranties or specific Subcontractor warranties, and (6) if required by the Owner, other data establishing payment or satisfaction of obligations, such as receipts and releases and waivers of liens, claims, security interests, or encumbrances arising out of the Contract, to the extent and in such form as may be designated by the Owner. If a Subcontractor refuses to furnish a release or waiver required by the Owner, the Contractor may furnish a bond satisfactory to the Owner to indemnify the Owner against such lien, claim, security interest, or encumbrance. If a lien, claim, security interest, or encumbrance remains unsatisfied after payments are made, the Contractor shall refund to the Owner all money that the Owner may be compelled to pay in discharging the lien, claim, security interest, or encumbrance, including all costs and reasonable attorneys' fees.

§ 9.10.3 If, after Substantial Completion of the Work, final completion thereof is materially delayed through no fault of the Contractor or by issuance of Change Orders affecting final completion, and the Architect so confirms, the Owner shall, upon application by the Contractor and certification by the Architect, and without terminating the Contract, make payment of the balance due for that portion of the Work fully completed, corrected, and accepted. If the remaining balance for Work not fully completed or corrected is less than retainage stipulated in the Contract Documents, and if bonds have been furnished, the written consent of the surety to payment of the balance due for that portion of the Work fully completed and accepted shall be submitted by the Contractor to the Architect prior to certification of such payment. Such payment shall be made under terms and conditions governing final payment, except that it shall not constitute a waiver of Claims.

§ 9.10.4 The making of final payment shall constitute a waiver of Claims by the Owner except those arising from

- **.1** liens, Claims, security interests, or encumbrances arising out of the Contract and unsettled;
- **.2** failure of the Work to comply with the requirements of the Contract Documents;
- **.3** terms of special warranties required by the Contract Documents; or
- **.4** audits performed by the Owner, if permitted by the Contract Documents, after final payment.

§ 9.10.5 Acceptance of final payment by the Contractor, a Subcontractor, or a supplier, shall constitute a waiver of claims by that payee except those previously made in writing and identified by that payee as unsettled at the time of final Application for Payment.

ARTICLE 10 PROTECTION OF PERSONS AND PROPERTY

§ 10.1 Safety Precautions and Programs

The Contractor shall be responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with the performance of the Contract.

§ 10.2 Safety of Persons and Property

§ 10.2.1 The Contractor shall take reasonable precautions for safety of, and shall provide reasonable protection to prevent damage, injury, or loss to

- **.1** employees on the Work and other persons who may be affected thereby;

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.2 the Work and materials and equipment to be incorporated therein, whether in storage on or off the site, under care, custody, or control of the Contractor, a Subcontractor, or a Sub-subcontractor; and

.3 other property at the site or adjacent thereto, such as trees, shrubs, lawns, walks, pavements, roadways, structures, and utilities not designated for removal, relocation, or replacement in the course of construction.

§ 10.2.2 The Contractor shall comply with, and give notices required by applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities, bearing on safety of persons or property or their protection from damage, injury, or loss.

§ 10.2.3 The Contractor shall implement, erect, and maintain, as required by existing conditions and performance of the Contract, reasonable safeguards for safety and protection, including posting danger signs and other warnings against hazards; promulgating safety regulations; and notifying the owners and users of adjacent sites and utilities of the safeguards.

§ 10.2.4 When use or storage of explosives or other hazardous materials or equipment, or unusual methods are necessary for execution of the Work, the Contractor shall exercise utmost care and carry on such activities under supervision of properly qualified personnel.

§ 10.2.5 The Contractor shall promptly remedy damage and loss (other than damage or loss insured under property insurance required by the Contract Documents) to property referred to in Sections 10.2.1.2 and 10.2.1.3 caused in whole or in part by the Contractor, a Subcontractor, a Sub-subcontractor, or anyone directly or indirectly employed by any of them, or by anyone for whose acts they may be liable and for which the Contractor is responsible under Sections 10.2.1.2 and 10.2.1.3. The Contractor may make a Claim for the cost to remedy the damage or loss to the extent such damage or loss is attributable to acts or omissions of the Owner or Architect or anyone directly or indirectly employed by either of them, or by anyone for whose acts either of them may be liable, and not attributable to the fault or negligence of the Contractor. The foregoing obligations of the Contractor are in addition to the Contractor's obligations under Section 3.18.

§ 10.2.6 The Contractor shall designate a responsible member of the Contractor's organization at the site whose duty shall be the prevention of accidents. This person shall be the Contractor's superintendent unless otherwise designated by the Contractor in writing to the Owner and Architect.

§ 10.2.7 The Contractor shall not permit any part of the construction or site to be loaded so as to cause damage or create an unsafe condition.

§ 10.2.8 Injury or Damage to Person or Property

If either party suffers injury or damage to person or property because of an act or omission of the other party, or of others for whose acts such party is legally responsible, notice of the injury or damage, whether or not insured, shall be given to the other party within a reasonable time not exceeding 21 days after discovery. The notice shall provide sufficient detail to enable the other party to investigate the matter.

§ 10.3 Hazardous Materials and Substances

§ 10.3.1 The Contractor is responsible for compliance with any requirements included in the Contract Documents regarding hazardous materials or substances. If the Contractor encounters a hazardous material or substance not addressed in the Contract Documents and if reasonable precautions will be inadequate to prevent foreseeable bodily injury or death to persons resulting from a material or substance, including but not limited to asbestos or polychlorinated biphenyl (PCB), encountered on the site by the Contractor, the Contractor shall, upon recognizing the condition, immediately stop Work in the affected area and notify the Owner and Architect of the condition.

§ 10.3.2 Upon receipt of the Contractor's notice, the Owner shall obtain the services of a licensed laboratory to verify the presence or absence of the material or substance reported by the Contractor and, in the event such material or substance is found to be present, to cause it to be rendered harmless. Unless otherwise required by the Contract Documents, the Owner shall furnish in writing to the Contractor and Architect the names and qualifications of persons or entities who are to perform tests verifying the presence or absence of the material or substance or who are to perform the task of removal or safe containment of the material or substance. The Contractor and the Architect will promptly reply to the Owner in writing stating whether or not either has reasonable objection to the persons or entities

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proposed by the Owner. If either the Contractor or Architect has an objection to a person or entity proposed by the Owner, the Owner shall propose another to whom the Contractor and the Architect have no reasonable objection. When the material or substance has been rendered harmless, Work in the affected area shall resume upon written agreement of the Owner and Contractor. By Change Order, the Contract Time shall be extended appropriately and the Contract Sum shall be increased by the amount of the Contractor's reasonable additional costs of shutdown, delay, and start-up.

§ 10.3.3 To the fullest extent permitted by law, the Owner shall indemnify and hold harmless the Contractor, Subcontractors, Architect, Architect's consultants, and agents and employees of any of them from and against claims, damages, losses, and expenses, including but not limited to attorneys' fees, arising out of or resulting from performance of the Work in the affected area if in fact the material or substance presents the risk of bodily injury or death as described in Section 10.3.1 and has not been rendered harmless, provided that such claim, damage, loss, or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the Work itself), except to the extent that such damage, loss, or expense is due to the fault or negligence of the party seeking indemnity.

§ 10.3.4 The Owner shall not be responsible under this Section 10.3 for hazardous materials or substances the Contractor brings to the site unless such materials or substances are required by the Contract Documents. The Owner shall be responsible for hazardous materials or substances required by the Contract Documents, except to the extent of the Contractor's fault or negligence in the use and handling of such materials or substances.

§ 10.3.5 The Contractor shall reimburse the Owner for the cost and expense the Owner incurs (1) for remediation of hazardous materials or substances the Contractor brings to the site and negligently handles, or (2) where the Contractor fails to perform its obligations under Section 10.3.1, except to the extent that the cost and expense are due to the Owner's fault or negligence.

§ 10.3.6 If, without negligence on the part of the Contractor, the Contractor is held liable by a government agency for the cost of remediation of a hazardous material or substance solely by reason of performing Work as required by the Contract Documents, the Owner shall reimburse the Contractor for all cost and expense thereby incurred.

§ 10.4 Emergencies

In an emergency affecting safety of persons or property, the Contractor shall act, at the Contractor's discretion, to prevent threatened damage, injury, or loss. Additional compensation or extension of time claimed by the Contractor on account of an emergency shall be determined as provided in Article 15 and Article 7.

ARTICLE 11 INSURANCE AND BONDS

§ 11.1 Contractor's Insurance and Bonds

§ 11.1.1 The Contractor shall purchase and maintain insurance of the types and limits of liability, containing the endorsements, and subject to the terms and conditions, as described in the Agreement or elsewhere in the Contract Documents. The Contractor shall purchase and maintain the required insurance from an insurance company or insurance companies lawfully authorized to issue insurance in the jurisdiction where the Project is located. The Owner, Architect, and Architect's consultants shall be named as additional insureds under the Contractor's commercial general liability policy or as otherwise described in the Contract Documents.

§ 11.1.2 The Contractor shall provide surety bonds of the types, for such penal sums, and subject to such terms and conditions as required by the Contract Documents. The Contractor shall purchase and maintain the required bonds from a company or companies lawfully authorized to issue surety bonds in the jurisdiction where the Project is located.

§ 11.1.3 Upon the request of any person or entity appearing to be a potential beneficiary of bonds covering payment of obligations arising under the Contract, the Contractor shall promptly furnish a copy of the bonds or shall authorize a copy to be furnished.

§ 11.1.4 Notice of Cancellation or Expiration of Contractor's Required Insurance. Within three (3) business days of the date the Contractor becomes aware of an impending or actual cancellation or expiration of any insurance required by the Contract Documents, the Contractor shall provide notice to the Owner of such impending or actual cancellation or expiration. Upon receipt of notice from the Contractor, the Owner shall, unless the lapse in coverage arises from an act or omission of the Owner, have the right to stop the Work until the lapse in coverage has been cured by the

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procurement of replacement coverage by the Contractor. The furnishing of notice by the Contractor shall not relieve the Contractor of any contractual obligation to provide any required coverage.

§ 11.2 Owner's Insurance

§ 11.2.1 The Owner shall purchase and maintain insurance of the types and limits of liability, containing the endorsements, and subject to the terms and conditions, as described in the Agreement or elsewhere in the Contract Documents. The Owner shall purchase and maintain the required insurance from an insurance company or insurance companies lawfully authorized to issue insurance in the jurisdiction where the Project is located.

§ 11.2.2 Failure to Purchase Required Property Insurance. If the Owner fails to purchase and maintain the required property insurance, with all of the coverages and in the amounts described in the Agreement or elsewhere in the Contract Documents, the Owner shall inform the Contractor in writing prior to commencement of the Work. Upon receipt of notice from the Owner, the Contractor may delay commencement of the Work and may obtain insurance that will protect the interests of the Contractor, Subcontractors, and Sub-Subcontractors in the Work. When the failure to provide coverage has been cured or resolved, the Contract Sum and Contract Time shall be equitably adjusted. In the event the Owner fails to procure coverage, the Owner waives all rights against the Contractor, Subcontractors, and Sub-subcontractors to the extent the loss to the Owner would have been covered by the insurance to have been procured by the Owner. The cost of the insurance shall be charged to the Owner by a Change Order. If the Owner does not provide written notice, and the Contractor is damaged by the failure or neglect of the Owner to purchase or maintain the required insurance, the Owner shall reimburse the Contractor for all reasonable costs and damages attributable thereto.

§ 11.2.3 Notice of Cancellation or Expiration of Owner's Required Property Insurance. Within three (3) business days of the date the Owner becomes aware of an impending or actual cancellation or expiration of any property insurance required by the Contract Documents, the Owner shall provide notice to the Contractor of such impending or actual cancellation or expiration. Unless the lapse in coverage arises from an act or omission of the Contractor: (1) the Contractor, upon receipt of notice from the Owner, shall have the right to stop the Work until the lapse in coverage has been cured by the procurement of replacement coverage by either the Owner or the Contractor; (2) the Contract Time and Contract Sum shall be equitably adjusted; and (3) the Owner waives all rights against the Contractor, Subcontractors, and Sub-subcontractors to the extent any loss to the Owner would have been covered by the insurance had it not expired or been cancelled. If the Contractor purchases replacement coverage, the cost of the insurance shall be charged to the Owner by an appropriate Change Order. The furnishing of notice by the Owner shall not relieve the Owner of any contractual obligation to provide required insurance.

§ 11.3 Waivers of Subrogation

§ 11.3.1 The Owner and Contractor waive all rights against (1) each other and any of their subcontractors, sub-subcontractors, agents, and employees, each of the other; (2) the Architect and Architect's consultants; and (3) Separate Contractors, if any, and any of their subcontractors, sub-subcontractors, agents, and employees, for damages caused by fire, or other causes of loss, to the extent those losses are covered by property insurance required by the Agreement or other property insurance applicable to the Project, except such rights as they have to proceeds of such insurance. The Owner or Contractor, as appropriate, shall require similar written waivers in favor of the individuals and entities identified above from the Architect, Architect's consultants, Separate Contractors, subcontractors, and sub-subcontractors. The policies of insurance purchased and maintained by each person or entity agreeing to waive claims pursuant to this section 11.3.1 shall not prohibit this waiver of subrogation. This waiver of subrogation shall be effective as to a person or entity (1) even though that person or entity would otherwise have a duty of indemnification, contractual or otherwise, (2) even though that person or entity did not pay the insurance premium directly or indirectly, or (3) whether or not the person or entity had an insurable interest in the damaged property.

§ 11.3.2 If during the Project construction period the Owner insures properties, real or personal or both, at or adjacent to the site by property insurance under policies separate from those insuring the Project, or if after final payment property insurance is to be provided on the completed Project through a policy or policies other than those insuring the Project during the construction period, to the extent permissible by such policies, the Owner waives all rights in accordance with the terms of Section 11.3.1 for damages caused by fire or other causes of loss covered by this separate property insurance.

§ 11.4 Loss of Use, Business Interruption, and Delay in Completion Insurance

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The Owner, at the Owner's option, may purchase and maintain insurance that will protect the Owner against loss of use of the Owner's property, or the inability to conduct normal operations, due to fire or other causes of loss. The Owner waives all rights of action against the Contractor and Architect for loss of use of the Owner's property, due to fire or other hazards however caused.

§11.5 Adjustment and Settlement of Insured Loss

§ 11.5.1 A loss insured under the property insurance required by the Agreement shall be adjusted by the Owner as fiduciary and made payable to the Owner as fiduciary for the insureds, as their interests may appear, subject to requirements of any applicable mortgagee clause and of Section 11.5.2. The Owner shall pay the Architect and Contractor their just shares of insurance proceeds received by the Owner, and by appropriate agreements the Architect and Contractor shall make payments to their consultants and Subcontractors in similar manner.

§ 11.5.2 Prior to settlement of an insured loss, the Owner shall notify the Contractor of the terms of the proposed settlement as well as the proposed allocation of the insurance proceeds. The Contractor shall have 14 days from receipt of notice to object to the proposed settlement or allocation of the proceeds. If the Contractor does not object, the Owner shall settle the loss and the Contractor shall be bound by the settlement and allocation. Upon receipt, the Owner shall deposit the insurance proceeds in a separate account and make the appropriate distributions. Thereafter, if no other agreement is made or the Owner does not terminate the Contract for convenience, the Owner and Contractor shall execute a Change Order for reconstruction of the damaged or destroyed Work in the amount allocated for that purpose. If the Contractor timely objects to either the terms of the proposed settlement or the allocation of the proceeds, the Owner may proceed to settle the insured loss, and any dispute between the Owner and Contractor arising out of the settlement or allocation of the proceeds shall be resolved pursuant to Article 15. Pending resolution of any dispute, the Owner may issue a Construction Change Directive for the reconstruction of the damaged or destroyed Work.

ARTICLE 12 UNCOVERING AND CORRECTION OF WORK

§ 12.1 Uncovering of Work

§ 12.1.1 If a portion of the Work is covered contrary to the Architect's request or to requirements specifically expressed in the Contract Documents, it must, if requested in writing by the Architect, be uncovered for the Architect's examination and be replaced at the Contractor's expense without change in the Contract Time.

§ 12.1.2 If a portion of the Work has been covered that the Architect has not specifically requested to examine prior to its being covered, the Architect may request to see such Work and it shall be uncovered by the Contractor. If such Work is in accordance with the Contract Documents, the Contractor shall be entitled to an equitable adjustment to the Contract Sum and Contract Time as may be appropriate. If such Work is not in accordance with the Contract Documents, the costs of uncovering the Work, and the cost of correction, shall be at the Contractor's expense.

§ 12.2 Correction of Work

§ 12.2.1 Before Substantial Completion

The Contractor shall promptly correct Work rejected by the Architect or failing to conform to the requirements of the Contract Documents, discovered before Substantial Completion and whether or not fabricated, installed or completed. Costs of correcting such rejected Work, including additional testing and inspections, the cost of uncovering and replacement, and compensation for the Architect's services and expenses made necessary thereby, shall be at the Contractor's expense.

§ 12.2.2 After Substantial Completion

§ 12.2.2.1 In addition to the Contractor's obligations under Section 3.5, if, within one year after the date of Substantial Completion of the Work or designated portion thereof or after the date for commencement of warranties established under Section 9.9.1, or by terms of any applicable special warranty required by the Contract Documents, any of the Work is found to be not in accordance with the requirements of the Contract Documents, the Contractor shall correct it promptly after receipt of notice from the Owner to do so, unless the Owner has previously given the Contractor a written acceptance of such condition. The Owner shall give such notice promptly after discovery of the condition. During the one-year period for correction of Work, if the Owner fails to notify the Contractor and give the Contractor an opportunity to make the correction, the Owner waives the rights to require correction by the Contractor and to make a claim for breach of warranty. If the Contractor fails to correct nonconforming Work within a reasonable time during that period after receipt of notice from the Owner or Architect, the Owner may correct it in accordance with Section 2.5.

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§ 12.2.2.2 The one-year period for correction of Work shall be extended with respect to portions of Work first performed after Substantial Completion by the period of time between Substantial Completion and the actual completion of that portion of the Work.

§ 12.2.2.3 The one-year period for correction of Work shall not be extended by corrective Work performed by the Contractor pursuant to this Section 12.2.

§ 12.2.3 The Contractor shall remove from the site portions of the Work that are not in accordance with the requirements of the Contract Documents and are neither corrected by the Contractor nor accepted by the Owner.

§ 12.2.4 The Contractor shall bear the cost of correcting destroyed or damaged construction of the Owner or Separate Contractors, whether completed or partially completed, caused by the Contractor's correction or removal of Work that is not in accordance with the requirements of the Contract Documents.

§ 12.2.5 Nothing contained in this Section 12.2 shall be construed to establish a period of limitation with respect to other obligations the Contractor has under the Contract Documents. Establishment of the one-year period for correction of Work as described in Section 12.2.2 relates only to the specific obligation of the Contractor to correct the Work, and has no relationship to the time within which the obligation to comply with the Contract Documents may be sought to be enforced, nor to the time within which proceedings may be commenced to establish the Contractor's liability with respect to the Contractor's obligations other than specifically to correct the Work.

§ 12.3 Acceptance of Nonconforming Work

If the Owner prefers to accept Work that is not in accordance with the requirements of the Contract Documents, the Owner may do so instead of requiring its removal and correction, in which case the Contract Sum will be reduced as appropriate and equitable. Such adjustment shall be effected whether or not final payment has been made.

ARTICLE 13 MISCELLANEOUS PROVISIONS

§ 13.1 Governing Law

The Contract shall be governed by the law of the place where the Project is located, excluding that jurisdiction's choice of law rules. If the parties have selected arbitration as the method of binding dispute resolution, the Federal Arbitration Act shall govern Section 15.4.

§ 13.2 Successors and Assigns

§ 13.2.1 The Owner and Contractor respectively bind themselves, their partners, successors, assigns, and legal representatives to covenants, agreements, and obligations contained in the Contract Documents. Except as provided in Section 13.2.2, neither party to the Contract shall assign the Contract as a whole without written consent of the other. If either party attempts to make an assignment without such consent, that party shall nevertheless remain legally responsible for all obligations under the Contract.

§ 13.2.2 The Owner may, without consent of the Contractor, assign the Contract to a lender providing construction financing for the Project, if the lender assumes the Owner's rights and obligations under the Contract Documents. The Contractor shall execute all consents reasonably required to facilitate the assignment.

§ 13.3 Rights and Remedies

§ 13.3.1 Duties and obligations imposed by the Contract Documents and rights and remedies available thereunder shall be in addition to and not a limitation of duties, obligations, rights, and remedies otherwise imposed or available by law.

§ 13.3.2 No action or failure to act by the Owner, Architect, or Contractor shall constitute a waiver of a right or duty afforded them under the Contract, nor shall such action or failure to act constitute approval of or acquiescence in a breach thereunder, except as may be specifically agreed upon in writing.

§ 13.4 Tests and Inspections

§ 13.4.1 Tests, inspections, and approvals of portions of the Work shall be made as required by the Contract Documents and by applicable laws, statutes, ordinances, codes, rules, and regulations or lawful orders of public authorities. Unless otherwise provided, the Contractor shall make arrangements for such tests, inspections, and approvals with an independent testing laboratory or entity acceptable to the Owner, or with the appropriate public

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authority, and shall bear all related costs of tests, inspections, and approvals. The Contractor shall give the Architect timely notice of when and where tests and inspections are to be made so that the Architect may be present for such procedures. The Owner shall bear costs of tests, inspections, or approvals that do not become requirements until after bids are received or negotiations concluded. The Owner shall directly arrange and pay for tests, inspections, or approvals where building codes or applicable laws or regulations so require.

§ 13.4.2 If the Architect, Owner, or public authorities having jurisdiction determine that portions of the Work require additional testing, inspection, or approval not included under Section 13.4.1, the Architect will, upon written authorization from the Owner, instruct the Contractor to make arrangements for such additional testing, inspection, or approval, by an entity acceptable to the Owner, and the Contractor shall give timely notice to the Architect of when and where tests and inspections are to be made so that the Architect may be present for such procedures. Such costs, except as provided in Section 13.4.3, shall be at the Owner's expense.

§ 13.4.3 If procedures for testing, inspection, or approval under Sections 13.4.1 and 13.4.2 reveal failure of the portions of the Work to comply with requirements established by the Contract Documents, all costs made necessary by such failure, including those of repeated procedures and compensation for the Architect's services and expenses, shall be at the Contractor's expense.

§ 13.4.4 Required certificates of testing, inspection, or approval shall, unless otherwise required by the Contract Documents, be secured by the Contractor and promptly delivered to the Architect.

§ 13.4.5 If the Architect is to observe tests, inspections, or approvals required by the Contract Documents, the Architect will do so promptly and, where practicable, at the normal place of testing.

§ 13.4.6 Tests or inspections conducted pursuant to the Contract Documents shall be made promptly to avoid unreasonable delay in the Work.

§ 13.5 Interest

Payments due and unpaid under the Contract Documents shall bear interest from the date payment is due at the rate the parties agree upon in writing or, in the absence thereof, at the legal rate prevailing from time to time at the place where the Project is located.

ARTICLE 14 TERMINATION OR SUSPENSION OF THE CONTRACT

§ 14.1 Termination by the Contractor

§ 14.1.1 The Contractor may terminate the Contract if the Work is stopped for a period of 30 consecutive days through no act or fault of the Contractor, a Subcontractor, a Sub-subcontractor, their agents or employees, or any other persons or entities performing portions of the Work, for any of the following reasons:

- **.1** Issuance of an order of a court or other public authority having jurisdiction that requires all Work to be stopped;
- **.2** An act of government, such as a declaration of national emergency, that requires all Work to be stopped;
- **.3** Because the Architect has not issued a Certificate for Payment and has not notified the Contractor of the reason for withholding certification as provided in Section 9.4.1, or because the Owner has not made payment on a Certificate for Payment within the time stated in the Contract Documents; or
- **.4** The Owner has failed to furnish to the Contractor reasonable evidence as required by Section 2.2.

§ 14.1.2 The Contractor may terminate the Contract if, through no act or fault of the Contractor, a Subcontractor, a Sub-subcontractor, their agents or employees, or any other persons or entities performing portions of the Work, repeated suspensions, delays, or interruptions of the entire Work by the Owner as described in Section 14.3, constitute in the aggregate more than 100 percent of the total number of days scheduled for completion, or 120 days in any 365-day period, whichever is less.

§ 14.1.3 If one of the reasons described in Section 14.1.1 or 14.1.2 exists, the Contractor may, upon seven days' notice to the Owner and Architect, terminate the Contract and recover from the Owner payment for Work executed, as well as reasonable overhead and profit on Work not executed, and costs incurred by reason of such termination.

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§ 14.1.4 If the Work is stopped for a period of 60 consecutive days through no act or fault of the Contractor, a Subcontractor, a Sub-subcontractor, or their agents or employees or any other persons or entities performing portions of the Work because the Owner has repeatedly failed to fulfill the Owner's obligations under the Contract Documents with respect to matters important to the progress of the Work, the Contractor may, upon seven additional days' notice to the Owner and the Architect, terminate the Contract and recover from the Owner as provided in Section 14.1.3.

§ 14.2 Termination by the Owner for Cause

§ 14.2.1 The Owner may terminate the Contract if the Contractor

- **.1** repeatedly refuses or fails to supply enough properly skilled workers or proper materials;
- **.2** fails to make payment to Subcontractors or suppliers in accordance with the respective agreements between the Contractor and the Subcontractors or suppliers;
- **.3** repeatedly disregards applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of a public authority; or
- **.4** otherwise is guilty of substantial breach of a provision of the Contract Documents.

§ 14.2.2 When any of the reasons described in Section 14.2.1 exist, and upon certification by the Architect that sufficient cause exists to justify such action, the Owner may, without prejudice to any other rights or remedies of the Owner and after giving the Contractor and the Contractor's surety, if any, seven days' notice, terminate employment of the Contractor and may, subject to any prior rights of the surety:

- **.1** Exclude the Contractor from the site and take possession of all materials, equipment, tools, and construction equipment and machinery thereon owned by the Contractor;
- **.2** Accept assignment of subcontracts pursuant to Section 5.4; and
- **.3** Finish the Work by whatever reasonable method the Owner may deem expedient. Upon written request of the Contractor, the Owner shall furnish to the Contractor a detailed accounting of the costs incurred by the Owner in finishing the Work.

§ 14.2.3 When the Owner terminates the Contract for one of the reasons stated in Section 14.2.1, the Contractor shall not be entitled to receive further payment until the Work is finished.

§ 14.2.4 If the unpaid balance of the Contract Sum exceeds costs of finishing the Work, including compensation for the Architect's services and expenses made necessary thereby, and other damages incurred by the Owner and not expressly waived, such excess shall be paid to the Contractor. If such costs and damages exceed the unpaid balance, the Contractor shall pay the difference to the Owner. The amount to be paid to the Contractor or Owner, as the case may be, shall be certified by the Initial Decision Maker, upon application, and this obligation for payment shall survive termination of the Contract.

§ 14.3 Suspension by the Owner for Convenience

§ 14.3.1 The Owner may, without cause, order the Contractor in writing to suspend, delay or interrupt the Work, in whole or in part for such period of time as the Owner may determine.

§ 14.3.2 The Contract Sum and Contract Time shall be adjusted for increases in the cost and time caused by suspension, delay, or interruption under Section 14.3.1. Adjustment of the Contract Sum shall include profit. No adjustment shall be made to the extent

- **.1** that performance is, was, or would have been, so suspended, delayed, or interrupted, by another cause for which the Contractor is responsible; or
- **.2** that an equitable adjustment is made or denied under another provision of the Contract.

§ 14.4 Termination by the Owner for Convenience

§ 14.4.1 The Owner may, at any time, terminate the Contract for the Owner's convenience and without cause.

§ 14.4.2 Upon receipt of notice from the Owner of such termination for the Owner's convenience, the Contractor shall

- **.1** cease operations as directed by the Owner in the notice;
- **.2** take actions necessary, or that the Owner may direct, for the protection and preservation of the Work; and
- **.3** except for Work directed to be performed prior to the effective date of termination stated in the notice, terminate all existing subcontracts and purchase orders and enter into no further subcontracts and purchase orders.

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§ 14.4.3 In case of such termination for the Owner's convenience, the Owner shall pay the Contractor for Work properly executed; costs incurred by reason of the termination, including costs attributable to termination of Subcontracts; and the termination fee, if any, set forth in the Agreement.

ARTICLE 15 CLAIMS AND DISPUTES

§ 15.1 Claims

§ 15.1.1 Definition

A Claim is a demand or assertion by one of the parties seeking, as a matter of right, payment of money, a change in the Contract Time, or other relief with respect to the terms of the Contract. The term "Claim" also includes other disputes and matters in question between the Owner and Contractor arising out of or relating to the Contract. The responsibility to substantiate Claims shall rest with the party making the Claim. This Section 15.1.1 does not require the Owner to file a Claim in order to impose liquidated damages in accordance with the Contract Documents.

§ 15.1.2 Time Limits on Claims

The Owner and Contractor shall commence all Claims and causes of action against the other and arising out of or related to the Contract, whether in contract, tort, breach of warranty or otherwise, in accordance with the requirements of the binding dispute resolution method selected in the Agreement and within the period specified by applicable law, but in any case not more than 10 years after the date of Substantial Completion of the Work. The Owner and Contractor waive all Claims and causes of action not commenced in accordance with this Section 15.1.2.

§ 15.1.3 Notice of Claims

§ 15.1.3.1 Claims by either the Owner or Contractor, where the condition giving rise to the Claim is first discovered prior to expiration of the period for correction of the Work set forth in Section 12.2.2, shall be initiated by notice to the other party and to the Initial Decision Maker with a copy sent to the Architect, if the Architect is not serving as the Initial Decision Maker. Claims by either party under this Section 15.1.3.1 shall be initiated within 21 days after occurrence of the event giving rise to such Claim or within 21 days after the claimant first recognizes the condition giving rise to the Claim, whichever is later.

§ 15.1.3.2 Claims by either the Owner or Contractor, where the condition giving rise to the Claim is first discovered after expiration of the period for correction of the Work set forth in Section 12.2.2, shall be initiated by notice to the other party. In such event, no decision by the Initial Decision Maker is required.

§ 15.1.4 Continuing Contract Performance

§ 15.1.4.1 Pending final resolution of a Claim, except as otherwise agreed in writing or as provided in Section 9.7 and Article 14, the Contractor shall proceed diligently with performance of the Contract and the Owner shall continue to make payments in accordance with the Contract Documents.

§ 15.1.4.2 The Contract Sum and Contract Time shall be adjusted in accordance with the Initial Decision Maker's decision, subject to the right of either party to proceed in accordance with this Article 15. The Architect will issue Certificates for Payment in accordance with the decision of the Initial Decision Maker.

§ 15.1.5 Claims for Additional Cost

If the Contractor wishes to make a Claim for an increase in the Contract Sum, notice as provided in Section 15.1.3 shall be given before proceeding to execute the portion of the Work that is the subject of the Claim. Prior notice is not required for Claims relating to an emergency endangering life or property arising under Section 10.4.

§ 15.1.6 Claims for Additional Time

§ 15.1.6.1 If the Contractor wishes to make a Claim for an increase in the Contract Time, notice as provided in Section 15.1.3 shall be given. The Contractor's Claim shall include an estimate of cost and of probable effect of delay on progress of the Work. In the case of a continuing delay, only one Claim is necessary.

§ 15.1.6.2 If adverse weather conditions are the basis for a Claim for additional time, such Claim shall be documented by data substantiating that weather conditions were abnormal for the period of time, could not have been reasonably anticipated, and had an adverse effect on the scheduled construction.

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§ 15.1.7 Waiver of Claims for Consequential Damages

The Contractor and Owner waive Claims against each other for consequential damages arising out of or relating to this Contract. This mutual waiver includes

.1 damages incurred by the Owner for rental expenses, for losses of use, income, profit, financing, business and reputation, and for loss of management or employee productivity or of the services of such persons; and

.2 damages incurred by the Contractor for principal office expenses including the compensation of personnel stationed there, for losses of financing, business and reputation, and for loss of profit, except anticipated profit arising directly from the Work.

This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination in accordance with Article 14. Nothing contained in this Section 15.1.7 shall be deemed to preclude assessment of liquidated damages, when applicable, in accordance with the requirements of the Contract Documents.

§ 15.2 Initial Decision

§ 15.2.1 Claims, excluding those where the condition giving rise to the Claim is first discovered after expiration of the period for correction of the Work set forth in Section 12.2.2 or arising under Sections 10.3, 10.4, and 11.5, shall be referred to the Initial Decision Maker for initial decision. The Architect will serve as the Initial Decision Maker, unless otherwise indicated in the Agreement. Except for those Claims excluded by this Section 15.2.1, an initial decision shall be required as a condition precedent to mediation of any Claim. If an initial decision has not been rendered within 30 days after the Claim has been referred to the Initial Decision Maker, the party asserting the Claim may demand mediation and binding dispute resolution without a decision having been rendered. Unless the Initial Decision Maker and all affected parties agree, the Initial Decision Maker will not decide disputes between the Contractor and persons or entities other than the Owner.

§ 15.2.2 The Initial Decision Maker will review Claims and within ten days of the receipt of a Claim take one or more of the following actions: (1) request additional supporting data from the claimant or a response with supporting data from the other party, (2) reject the Claim in whole or in part, (3) approve the Claim, (4) suggest a compromise, or (5) advise the parties that the Initial Decision Maker is unable to resolve the Claim if the Initial Decision Maker lacks sufficient information to evaluate the merits of the Claim or if the Initial Decision Maker concludes that, in the Initial Decision Maker's sole discretion, it would be inappropriate for the Initial Decision Maker to resolve the Claim.

§ 15.2.3 In evaluating Claims, the Initial Decision Maker may, but shall not be obligated to, consult with or seek information from either party or from persons with special knowledge or expertise who may assist the Initial Decision Maker in rendering a decision. The Initial Decision Maker may request the Owner to authorize retention of such persons at the Owner's expense.

§ 15.2.4 If the Initial Decision Maker requests a party to provide a response to a Claim or to furnish additional supporting data, such party shall respond, within ten days after receipt of the request, and shall either (1) provide a response on the requested supporting data, (2) advise the Initial Decision Maker when the response or supporting data will be furnished, or (3) advise the Initial Decision Maker that no supporting data will be furnished. Upon receipt of the response or supporting data, if any, the Initial Decision Maker will either reject or approve the Claim in whole or in part.

§ 15.2.5 The Initial Decision Maker will render an initial decision approving or rejecting the Claim, or indicating that the Initial Decision Maker is unable to resolve the Claim. This initial decision shall (1) be in writing; (2) state the reasons therefor; and (3) notify the parties and the Architect, if the Architect is not serving as the Initial Decision Maker, of any change in the Contract Sum or Contract Time or both. The initial decision shall be final and binding on the parties but subject to mediation and, if the parties fail to resolve their dispute through mediation, to binding dispute resolution.

§ 15.2.6 Either party may file for mediation of an initial decision at any time, subject to the terms of Section 15.2.6.1.

§ 15.2.6.1 Either party may, within 30 days from the date of receipt of an initial decision, demand in writing that the other party file for mediation. If such a demand is made and the party receiving the demand fails to file for mediation within 30 days after receipt thereof, then both parties waive their rights to mediate or pursue binding dispute resolution proceedings with respect to the initial decision.

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§ 15.2.7 In the event of a Claim against the Contractor, the Owner may, but is not obligated to, notify the surety, if any, of the nature and amount of the Claim. If the Claim relates to a possibility of a Contractor's default, the Owner may, but is not obligated to, notify the surety and request the surety's assistance in resolving the controversy.

§ 15.2.8 If a Claim relates to or is the subject of a mechanic's lien, the party asserting such Claim may proceed in accordance with applicable law to comply with the lien notice or filing deadlines.

§ 15.3 Mediation

§ 15.3.1 Claims, disputes, or other matters in controversy arising out of or related to the Contract, except those waived as provided for in Sections 9.10.4, 9.10.5, and 15.1.7, shall be subject to mediation as a condition precedent to binding dispute resolution.

§ 15.3.2 The parties shall endeavor to resolve their Claims by mediation which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Mediation Procedures in effect on the date of the Agreement. A request for mediation shall be made in writing, delivered to the other party to the Contract, and filed with the person or entity administering the mediation. The request may be made concurrently with the filing of binding dispute resolution proceedings but, in such event, mediation shall proceed in advance of binding dispute resolution proceedings, which shall be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period by agreement of the parties or court order. If an arbitration is stayed pursuant to this Section 15.3.2, the parties may nonetheless proceed to the selection of the arbitrator(s) and agree upon a schedule for later proceedings.

§ 15.3.3 Either party may, within 30 days from the date that mediation has been concluded without resolution of the dispute or 60 days after mediation has been demanded without resolution of the dispute, demand in writing that the other party file for binding dispute resolution. If such a demand is made and the party receiving the demand fails to file for binding dispute resolution within 60 days after receipt thereof, then both parties waive their rights to binding dispute resolution proceedings with respect to the initial decision.

§ 15.3.4 The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in the place where the Project is located, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

§ 15.4 Arbitration

§ 15.4.1 If the parties have selected arbitration as the method for binding dispute resolution in the Agreement, any Claim subject to, but not resolved by, mediation shall be subject to arbitration which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Arbitration Rules in effect on the date of the Agreement. The Arbitration shall be conducted in the place where the Project is located, unless another location is mutually agreed upon. A demand for arbitration shall be made in writing, delivered to the other party to the Contract, and filed with the person or entity administering the arbitration. The party filing a notice of demand for arbitration must assert in the demand all Claims then known to that party on which arbitration is permitted to be demanded.

§ 15.4.1.1 A demand for arbitration shall be made no earlier than concurrently with the filing of a request for mediation, but in no event shall it be made after the date when the institution of legal or equitable proceedings based on the Claim would be barred by the applicable statute of limitations. For statute of limitations purposes, receipt of a written demand for arbitration by the person or entity administering the arbitration shall constitute the institution of legal or equitable proceedings based on the Claim.

§ 15.4.2 The award rendered by the arbitrator or arbitrators shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof.

§ 15.4.3 The foregoing agreement to arbitrate and other agreements to arbitrate with an additional person or entity duly consented to by parties to the Agreement, shall be specifically enforceable under applicable law in any court having jurisdiction thereof.

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§ 15.4.4 Consolidation or Joinder

§ 15.4.4.1 Subject to the rules of the American Arbitration Association or other applicable arbitration rules, either party may consolidate an arbitration conducted under this Agreement with any other arbitration to which it is a party provided that (1) the arbitration agreement governing the other arbitration permits consolidation, (2) the arbitrations to be consolidated substantially involve common questions of law or fact, and (3) the arbitrations employ materially similar procedural rules and methods for selecting arbitrator(s).

§ 15.4.4.2 Subject to the rules of the American Arbitration Association or other applicable arbitration rules, either party may include by joinder persons or entities substantially involved in a common question of law or fact whose presence is required if complete relief is to be accorded in arbitration, provided that the party sought to be joined consents in writing to such joinder. Consent to arbitration involving an additional person or entity shall not constitute consent to arbitration of any claim, dispute or other matter in question not described in the written consent.

§ 15.4.4.3 The Owner and Contractor grant to any person or entity made a party to an arbitration conducted under this Section 15.4, whether by joinder or consolidation, the same rights of joinder and consolidation as those of the Owner and Contractor under this Agreement.

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SECTION 011000 - SUMMARY

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

A. Section Includes:

1. Project information.
2. Work covered by Contract Documents.
3. Work by Owner.
4. Future work.
5. Purchase contracts.
6. Owner-furnished products.
7. Access to site.
8. Work restrictions.
9. Specification and drawing conventions.
10. Miscellaneous provisions.

B. Related Requirements:

1. Section 015000 "Temporary Facilities and Controls" for limitations and procedures governing temporary use of Owner's facilities.

1.3 PROJECT INFORMATION

A. Project Identification: DuDOT East Campus Site Improvements, FGMA# 25-4226.01.

1. Project Location: 523 North County Farm Road; Wheaton, Illinois 60187.

B. Owner: DuPage County Division of Transportation; 421 N. County Farm Road; Wheaton, Illinois 60187.

1. Owner's Representative: Owner's Representative: R.M. Chin & Associates; 500 West 18th Street, suite 200; Chicago, Illinois 60616; Ryan Pavlik, Senior Project Manager
2. .

C. Architect: FGM Architects Inc., 1 Westbrook Corporate Center, suite 1000; Westchester, Illinois 60154.

1. Architect's Representative: Jason Estes, AIA - Principal.
2. Tel.: 630-575-8300.
3. e-mail:jasone@fgmarchitects.com

D. Architect's Consultants: The Architect has retained the following design professionals who have prepared designated portions of the Contract Documents:

1. Civil Engineer:

a. Clark Dietz; 1815 Meyers Road, ste 470; Oak Brook Terrace, Illinois 60181.

2. Stormwater/ Wetlands Engineer:

a. V3 Companies; 7325 Janes Avenue, suite 100; Woodridge, Illinois 60517

3. Landscape:

a. Upland Design; 24042 West Lockport Street, suite 200; Plainfield, Illinois 60544

4. MP Engineer:

a. Clark Dietz; 1815 Meyers Road, ste 470; Oak Brook Terrace, Illinois 60181.

5. E Engineer:

a. IMEG; 263 Shuman Bldv, suite 550; Naperville, Illinois 60563

1.4 WORK COVERED BY CONTRACT DOCUMENTS

A. The Project Description: Project consists of relocation of Municipal sanitary line, underground utility conduits and routes, mass grading and establishment of new turf area, and landscaping,

B. Type of Contract:

1. Project will be constructed under a single prime contract.

1.5 WORK BY OWNER

A. General: Cooperate fully with Owner so work may be carried out smoothly, without interfering with or delaying work under this Contract or work by Owner. Coordinate the Work of this Contract with work performed by Owner.

1.6 ACCESS TO SITE

A. General: Contractor shall have limited use of Project site for construction operations as indicated on Drawings by the Contract limits and as indicated by requirements of this Section.

B. Use of Site: Limit use of Project site to areas within the Contract limits indicated. Do not disturb portions of Project site beyond areas in which the Work is indicated.

1. Limits: Access through thee work site by County campus staff and visitors shall be maximized, requiring maintaining road for vehicular traffic as much as possible during construction period. It is expected that access will be opned for the weekends, and brought back to drivable condition.
2. Fencing around the work area shall be maintained to prevent County campus visitors from accessing the construction area.
3. Protection of completed work with fencing and flagging shall be implimented to prevent County campus visitors from potentially damaging completed work.
4. Contractors shall only use access from County Farm Road, and then using the internal Campus ring road for site access. This accounts for staff and deliveries. No access shall occur from Manchester Avenue.
5. Driveways, Walkways and Entrances: Keep driveways. storage bins, and general site access clear and available to Owner, Owner's employees, and emergency vehicles at all times. Do not use these areas for parking or storage of materials.

1.7 WORK RESTRICTIONS

A. Work Restrictions, General: Comply with restrictions on construction operations.

1. Comply with limitations on use of public streets and with other requirements of authorities having jurisdiction.

B. On-Site Work Hours: Limit work in the existing building to normal business working hours of 7:00 a.m. to 6:00 p.m., Monday through Friday, unless otherwise indicated.

1. Weekend Hours: 7:00 a.m to 6:00 p.m..
2. The County campus has busy access during court day operations, to which the majority of impact occurs during the hours of 8:30am amd 10am. It is highly recommended to avoid conflict with deliveries or other operations during those times to reduce potential conflicts and site logistics.

C. Existing Utility Interruptions: Do not interrupt utilities serving facilities occupied by Owner or others unless permitted under the following conditions and then only after providing temporary utility services according to requirements indicated:

1. Notify Architect Owner's Representative not less than two days in advance of proposed utility interruptions.

D. Controlled Substances: Use of tobacco products and other controlled substances on Project site is not permitted.

1.8 SPECIFICATION AND DRAWING CONVENTIONS

A. Specification Content: The Specifications use certain conventions for the style of language and the intended meaning of certain terms, words, and phrases when used in particular situations. These conventions are as follows:

B. Division 01 General Requirements: Requirements of Sections in Division 01 apply to the Work of all Sections in the Specifications.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION

SECTION 012100 - ALLOWANCES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

A. Section includes administrative and procedural requirements governing allowances.
   1. Certain items are specified in the Contract Documents by allowances. Allowances have been established in lieu of additional requirements and to defer selection of actual materials and equipment to a later date when direction will be provided to Contractor. If necessary, additional requirements will be issued by Change Order.

B. Types of allowances include the following:

   1. Contingency allowances.

C. Related Requirements:

   1. Section 012200 "Unit Prices" for procedures for using unit prices.

1.3 SELECTION AND PURCHASE

A. At the earliest practical date after award of the Contract, advise Architect of the date when final selection and purchase of each product or system described by an allowance must be completed to avoid delaying the Work.

B. At Architect's request, obtain proposals for each allowance for use in making final selections. Include recommendations that are relevant to performing the Work.

C. Purchase products and systems selected by Architect from the designated supplier.

1.4 COORDINATION

A. Coordinate allowance items with other portions of the Work. Furnish templates as required to coordinate installation.

1.5 CONTINGENCY ALLOWANCES

A. Use the contingency allowance only as directed by Architect for Owner's purposes and only by Change Orders that indicate amounts to be charged to the allowance.

B. Contractor's overhead, profit, and related costs for products and equipment ordered by Owner under the contingency allowance are included in the allowance and are not part of the Contract Sum. These costs include delivery, installation, insurance, equipment rental, and similar costs.

C. Change Orders authorizing use of funds from the contingency allowance will include Contractor's related costs and reasonable overhead and profit margins.

D. At Project closeout, credit unused amounts remaining in the contingency allowance to Owner by Change Order.

1.6 ADJUSTMENT OF ALLOWANCES

A. Allowance Adjustment: To adjust allowance amounts, prepare a Change Order proposal based on the difference between purchase amount and the allowance, multiplied by final measurement of work-in-place where applicable. If applicable, include reasonable allowances for cutting losses, tolerances, mixing wastes, normal product imperfections, and similar margins.

1. Include installation costs in purchase amount only where indicated as part of the allowance.
2. If requested, prepare explanation and documentation to substantiate distribution of overhead costs and other margins claimed.
3. Submit substantiation of a change in scope of work, if any, claimed in Change Orders related to unit-cost allowances.
4. Owner reserves the right to establish the quantity of work-in-place by independent quantity survey, measure, or count.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 EXAMINATION

A. Examine products covered by an allowance promptly on delivery for damage or defects. Return damaged or defective products to manufacturer for replacement.

3.2 PREPARATION

A. Coordinate materials and their installation for each allowance with related materials and installations to ensure that each allowance item is completely integrated and interfaced with related work.

3.3 SCHEDULE OF ALLOWANCES

A. Allowance No 1: Contingency Allowance of 10% of Base Bid.. Allowance No 3 is not to be included in base bid by Contractor, or anywhere else in their submitted bid. This allowance will be added to the Contract amount on award by the County, and will be used by the Owner on the project. This is only being included for informational purposes.

END OF SECTION

SECTION 012200 - UNIT PRICES

PART 1 - <Double click here to submit questions, comments, or suggested edits to this Section.>GENERAL

1.1 RELATED DOCUMENTS

A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

A. Related Requirements:

1. Section 012100 "Allowances" for procedures for using unit prices to adjust quantity allowances.
2. Section 012600 "Contract Modification Procedures" for procedures for submitting and handling Change Orders.

1.3 DEFINITIONS

A. Unit price is an amount incorporated into the Agreement, applicable during the duration of the Work as a price per unit of measurement for materials, equipment, or services, or a portion of the Work, added to or deducted from the Contract Sum by appropriate modification, if the scope of Work or estimated quantities of Work required by the Contract Documents are increased or decreased.

1.4 PROCEDURES

A. Unit prices include all necessary material, plus cost for delivery, installation, insurance, overhead, and profit.

B. Measurement and Payment: See individual Specification Sections for work that requires establishment of unit prices. Methods of measurement and payment for unit prices are specified in those Sections.

C. List of Unit Prices: A schedule of unit prices is included in Part 2. Specification Sections referenced in the Part 2 "Schedule of Unit Prices" Article contain requirements for materials described under each unit price.

PART 2 - EXECUTION

2.1 SCHEDULE OF UNIT PRICES

A. Unit Price No. 1: Removal of unsatisfactory soil and replacement with satisfactory soil material.

1. Description: Unsatisfactory soil excavation and disposal off-site and replacement with satisfactory fill material or engineered fill from off-site, as required
2. Unit of Measurement: cubic yard of soil excavated, based on in-place surveys of volume before and after removal.

END OF SECTION

SECTION 012500 - SUBSTITUTION PROCEDURES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

A. Section includes administrative and procedural requirements for substitutions.

B. Related Requirements:

1. Section 012300 "Alternates" for products selected under an alternate.
2. Section 016000 "Product Requirements" for requirements for submitting comparable product submittals for products by listed manufacturers.

1.3 DEFINITIONS

A. Substitutions: Changes in products, materials, equipment, and methods of construction from those required by the Contract Documents and proposed by Contractor.

1.4 ACTION SUBMITTALS

A. Substitution Requests: Submit three copies of each request for consideration. Identify product or fabrication or installation method to be replaced. Include Specification Section number and title and Drawing numbers and titles.

1. Documentation: Show compliance with requirements for substitutions and the following, as applicable:

a. Statement indicating why specified product or fabrication or installation cannot be provided, if applicable.
b. Coordination information, including a list of changes or revisions needed to other parts of the Work and to construction performed by Owner and separate contractors, that will be necessary to accommodate proposed substitution.
c. Detailed comparison of significant qualities of proposed substitution with those of the Work specified. Include annotated copy of applicable Specification Section. Significant qualities may include attributes such as performance, weight, size, durability, visual effect, sustainable design characteristics, warranties, and specific features and requirements indicated. Indicate deviations, if any, from the Work specified.

d. Product Data, including drawings and descriptions of products and fabrication and installation procedures.
e. Samples, where applicable or requested.
f. Certificates and qualification data, where applicable or requested.
g. List of similar installations for completed projects with project names and addresses and names and addresses of architects and owners.
h. Material test reports from a qualified testing agency indicating and interpreting test results for compliance with requirements indicated.
i. Detailed comparison of Contractor's construction schedule using proposed substitution with products specified for the Work, including effect on the overall Contract Time. If specified product or method of construction cannot be provided within the Contract Time, include letter from manufacturer, on manufacturer's letterhead, stating date of receipt of purchase order, lack of availability, or delays in delivery.
j. Cost information, including a proposal of change, if any, in the Contract Sum.
k. Contractor's certification that proposed substitution complies with requirements in the Contract Documents except as indicated in substitution request, is compatible with related materials, and is appropriate for applications indicated.
l. Contractor's waiver of rights to additional payment or time that may subsequently become necessary because of failure of proposed substitution to produce indicated results.

2. Architect's Action: If necessary, Architect will request additional information or documentation for evaluation within seven days of receipt of a request for substitution. Architect will notify Contractor through Construction Manager of acceptance or rejection of proposed substitution within 15 days of receipt of request, or seven days of receipt of additional information or documentation, whichever is later.

a. Forms of Acceptance: Change Order, Construction Change Directive, or Architect's Supplemental Instructions for minor changes in the Work.
b. Use product specified if Architect does not issue a decision on use of a proposed substitution within time allocated.

1.5 QUALITY ASSURANCE

A. Compatibility of Substitutions: Investigate and document compatibility of proposed substitution with related products and materials. Engage a qualified testing agency to perform compatibility tests recommended by manufacturers.

1.6 PROCEDURES

A. Coordination: Revise or adjust affected work as necessary to integrate work of the approved substitutions.

PART 2 - PRODUCTS

2.1 SUBSTITUTIONS

A. Substitutions for Cause: Submit requests for substitution immediately on discovery of need for change, but not later than 15 days prior to time required for preparation and review of related submittals.

1. Conditions: Architect will consider Contractor's request for substitution when the following conditions are satisfied. If the following conditions are not satisfied, Architect will return requests without action, except to record noncompliance with these requirements:

a. Requested substitution is consistent with the Contract Documents and will produce indicated results.
b. Substitution request is fully documented and properly submitted in accordance with the Contract Documents.
c. Requested substitution will not adversely affect Contractor's construction schedule.
d. Requested substitution has received necessary approvals of authorities having jurisdiction.
e. Requested substitution is compatible with other portions of the Work.
f. Requested substitution has been coordinated with other portions of the Work.
g. Requested substitution provides specified warranty.
h. If requested substitution involves more than one contractor, requested substitution has been coordinated with other portions of the Work, is uniform and consistent, is compatible with other products, and is acceptable to all contractors involved.

B. Substitutions for Convenience: Not allowed

PART 3 - EXECUTION (Not Used)

END OF SECTION

SECTION 012600 - CONTRACT MODIFICATION PROCEDURES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

A. Section includes administrative and procedural requirements for handling and processing Contract modifications.

B. Related Requirements:
   1. Section 012500 "Substitution Procedures" for administrative procedures for handling requests for substitutions made after the Contract award.

1.3 MINOR CHANGES IN THE WORK

A. Architect will issue through Construction Manager supplemental instructions authorizing minor changes in the Work, not involving adjustment to the Contract Sum or the Contract Time, on AIA Document G710, "Architect's Supplemental Instructions."

1.4 PROPOSAL REQUESTS

A. Owner-Initiated Proposal Requests: Architect or Construction Manager will issue a detailed description of proposed changes in the Work that may require adjustment to the Contract Sum or the Contract Time. If necessary, the description will include supplemental or revised Drawings and Specifications.

   1. Work Change Proposal Requests issued by Architect or Construction Manager are not instructions either to stop work in progress or to execute the proposed change.
   2. Within time specified in Proposal Request or 20 days, when not otherwise specified, after receipt of Proposal Request, submit a quotation estimating cost adjustments to the Contract Sum and the Contract Time necessary to execute the change.

      a. Include a list of quantities of products required or eliminated and unit costs, with total amount of purchases and credits to be made. If requested, furnish survey data to substantiate quantities.
      b. Indicate applicable delivery charges, equipment rental, and amounts of trade discounts.

c. Include costs of labor and supervision directly attributable to the change.
d. Include an updated Contractor's construction schedule that indicates the effect of the change, including, but not limited to, changes in activity duration, start and finish times, and activity relationship. Use available total float before requesting an extension of the Contract Time.

B. Contractor-Initiated Proposals: If latent or changed conditions require modifications to the Contract, Contractor may initiate a claim by submitting a request for a change to Construction Manager.

1. Include a statement outlining reasons for the change and the effect of the change on the Work. Provide a complete description of the proposed change. Indicate the effect of the proposed change on the Contract Sum and the Contract Time.
2. Include a list of quantities of products required or eliminated and unit costs, with total amount of purchases and credits to be made. If requested, furnish survey data to substantiate quantities.
3. Indicate applicable delivery charges, equipment rental, and amounts of trade discounts.
4. Include costs of labor and supervision directly attributable to the change.
5. Include an updated Contractor's construction schedule that indicates the effect of the change, including, but not limited to, changes in activity duration, start and finish times, and activity relationship. Use available total float before requesting an extension of the Contract Time.
6. Comply with requirements in Section 012500 "Substitution Procedures" if the proposed change requires substitution of one product or system for product or system specified.

1.5 ADMINISTRATIVE CHANGE ORDERS

A. Unit-Price Adjustment: See Section 012200 "Unit Prices" for administrative procedures for preparation of Change Order Proposal for adjusting the Contract Sum to reflect measured scope of unit-price work.

1.6 CHANGE ORDER PROCEDURES

A. On Owner's approval of a Work Changes Proposal Request, Construction Manager will issue a Change Order for signatures of Owner and Contractor on AIA Document G701

1.7 CONSTRUCTION CHANGE DIRECTIVE

A. Construction Change Directive: Construction Manager may issue a Construction Change Directive on AIA Document G714 Construction Change Directive instructs Contractor to proceed with a change in the Work, for subsequent inclusion in a Change Order.

1. Construction Change Directive contains a complete description of change in the Work. It also designates method to be followed to determine change in the Contract Sum or the Contract Time.

B. Documentation: Maintain detailed records on a time and material basis of work required by the Construction Change Directive.

1. After completion of change, submit an itemized account and supporting data necessary to substantiate cost and time adjustments to the Contract.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION

SECTION 012900 - PAYMENT PROCEDURES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

A. Section includes administrative and procedural requirements necessary to prepare and process Applications for Payment.

B. Related Requirements:

1. Section 012200 "Unit Prices" for administrative requirements governing the use of unit prices.
2. Section 012600 "Contract Modification Procedures" for administrative procedures for handling changes to the Contract.

1.3 DEFINITIONS

A. Schedule of Values: A statement furnished by Contractor allocating portions of the Contract Sum to various portions of the Work and used as the basis for reviewing Contractor's Applications for Payment.

1.4 SCHEDULE OF VALUES

A. Coordination: Coordinate preparation of the schedule of values with preparation of Contractor's construction schedule.

1. Coordinate line items in the schedule of values with other required administrative forms and schedules, including the following:

a. Application for Payment forms with continuation sheets.
b. Submittal schedule.
c. Items required to be indicated as separate activities in Contractor's construction schedule.

2. Submit the schedule of values to Architect at earliest possible date, but no later than seven days before the date scheduled for submittal of initial Applications for Payment.

3. Subschedules for Separate Design Contracts: Where the Owner has retained design professionals under separate contracts who will each provide certification of payment requests, provide subschedules showing values coordinated with the scope of each design services contract as described in Section 011000 "Summary."

B. Format and Content: Use Project Manual table of contents as a guide to establish line items for the schedule of values. Provide at least one line item for each Specification Section.

1. Identification: Include the following Project identification on the schedule of values:

    a. Project name and location.
    b. Name of Architect.
    c. Architect's project number.
    d. Contractor's name and address.
    e. Date of submittal.

2. Provide a breakdown of the Contract Sum in enough detail to facilitate continued evaluation of Applications for Payment and progress reports. Coordinate with Project Manual table of contents. Provide multiple line items for principal subcontract amounts in excess of five percent of the Contract Sum.
3. Provide separate line items for the following:

    a. General and Overhead Profit.
    b. Bond and Insurance.
    c. Submittals. Allow a maximum of 1% of the total amount applicable.
    d. Temporary facilities and other majoir cost imtes that are not direct cost of actual work in place may be shown either as separate line items in the Schedule of Values or distributed as general overhead expense, at Contractors option.

4. Round amounts to nearest whole dollar; total shall equal the Contract Sum.
5. Provide a separate line item in the schedule of values for each part of the Work where Applications for Payment may include materials or equipment purchased or fabricated and stored, but not yet installed.

    a. Differentiate between items stored on-site and items stored off-site. If required, include evidence of insurance.

6. Provide separate line items in the schedule of values for initial cost of materials, for each subsequent stage of completion, and for total installed value of that part of the Work.
7. Allowances: Provide a separate line item in the schedule of values for each allowance. Show line-item value of unit-cost allowances, as a product of the unit cost, multiplied by measured quantity. Use information indicated in the Contract Documents to determine quantities.
8. Change Orders: Provide separate sub-line items in the schedule of values for each approved change order portion allocated to each main line item.

1.5 APPLICATIONS FOR PAYMENT

A. Each Application for Payment following the initial Application for Payment shall be consistent with previous applications and payments as certified by Architect and Construction Manager and paid for by Owner.

1. Initial Application for Payment, Application for Payment at time of Substantial Completion, and final Application for Payment involve additional requirements.

B. Payment Application Times: Submit Application for Payment to Architect by the last of the month. The period covered by each Application for Payment is one month, ending on the last day of the month.

1. Submit draft copy of Application for Payment seven days prior to due date for review by Architect.

C. Application for Payment Forms: Use AIA Document G702/CMa and AIA Document G703 as form for Applications for Payment.

D. Application Preparation: Complete every entry on form. Notarize and execute by a person authorized to sign legal documents on behalf of Contractor.

1. Entries shall match data on the schedule of values and Contractor's construction schedule. Use updated schedules if revisions were made.
2. Include amounts for work completed following previous Application for Payment, whether or not payment has been received. Include only amounts for work completed at time of Application for Payment.
3. Include amounts of Change Orders and Construction Change Directives issued before last day of construction period covered by application.

E. Stored Materials: Include in Application for Payment amounts applied for materials or equipment purchased or fabricated and stored, but not yet installed. Differentiate between items stored on-site and items stored off-site.

1. Provide certificate of insurance, evidence of transfer of title to Owner, and consent of surety to payment, for stored materials.
2. Provide supporting documentation that verifies amount requested, such as paid invoices. Match amount requested with amounts indicated on documentation; do not include overhead and profit on stored materials.
3. Provide summary documentation for stored materials indicating the following:

    a. Value of materials previously stored and remaining stored as of date of previous Applications for Payment.
    b. Value of previously stored materials put in place after date of previous Application for Payment and on or before date of current Application for Payment.
    c. Value of materials stored since date of previous Application for Payment and remaining stored as of date of current Application for Payment.

F. Transmittal: Submit three signed and notarized original copies of each Application for Payment to Architect by a method ensuring receipt. One copy shall include waivers of lien and similar attachments if required.

1. Transmit each copy with a transmittal form listing attachments and recording appropriate information about application.

G. Waivers of Mechanic's Lien: With each Application for Payment, submit waivers of mechanic's lien from entities lawfully entitled to file a mechanic's lien arising out of the Contract and related to the Work covered by the payment.

1. Submit partial waivers on each item for amount requested in previous application, after deduction for retainage, on each item.
2. When an application shows completion of an item, submit conditional final or full waivers.
3. Owner reserves the right to designate which entities involved in the Work must submit waivers.

H. Waivers of Mechanic's Lien: With each Application for Payment, submit waivers of mechanic's liens from subcontractors, sub-subcontractors, and suppliers for construction period covered by the previous application.

I. Submit partial waivers on each item for amount requested in previous application, after deduction for retainage, on each item.

1. When an application shows completion of an item, submit conditional final or full waivers.
2. Owner reserves the right to designate which entities involved in the Work must submit waivers.
3. Submit final Application for Payment with or preceded by conditional final waivers from every entity involved with performance of the Work covered by the application who is lawfully entitled to a lien.

J. Initial Application for Payment: Administrative actions and submittals that must precede or coincide with submittal of first Application for Payment include the following:

1. List of subcontractors.
2. Schedule of values.
3. Contractor's construction schedule (preliminary if not final).
4. Products list (preliminary if not final).
5. Schedule of unit prices.
6. Submittal schedule (preliminary if not final).
7. List of Contractor's staff assignments.
8. List of Contractor's principal consultants.
9. Copies of building permits.
10. Copies of authorizations and licenses from authorities having jurisdiction for performance of the Work.
11. Initial progress report.
12. Report of preconstruction conference.

K. Application for Payment at Substantial Completion: After Architect issues the Certificate of Substantial Completion, submit an Application for Payment showing 100 percent completion for portion of the Work claimed as substantially complete.

1. Include documentation supporting claim that the Work is substantially complete and a statement showing an accounting of changes to the Contract Sum.
2. This application shall reflect Certificate(s) of Substantial Completion issued previously for Owner occupancy of designated portions of the Work.

L. Final Payment Application: After completing Project closeout requirements, submit final Application for Payment with releases and supporting documentation not previously submitted and accepted, including, but not limited, to the following:

1. Evidence of completion of Project closeout requirements.
2. Insurance certificates for products and completed operations where required and proof that taxes, fees, and similar obligations were paid.
3. Updated final statement, accounting for final changes to the Contract Sum.
4. AIA Document G706, "Contractor's Affidavit of Payment of Debts and Claims."
5. AIA Document G706A, "Contractor's Affidavit of Release of Liens."
6. AIA Document G707, "Consent of Surety to Final Payment."

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION

SECTION 013100 - PROJECT MANAGEMENT AND COORDINATION

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

A. Section includes administrative provisions for coordinating construction operations on Project including, but not limited to, the following:

1. General coordination procedures.
2. Requests for Information (RFIs).
3. Electronic document process.
4. Project meetings.

B. Each contractor shall participate in coordination requirements. Certain areas of responsibility are assigned to a specific contractor.

C. Related Requirements:

1. Section 017300 "Execution" for procedures for coordinating general installation and field-engineering services, including establishment of benchmarks and control points.
2. Section 017700 "Closeout Procedures" for coordinating closeout of the Contract.
3. Section 019113 "General Commissioning Requirements" for coordinating the Work with Owner's Commissioning Authority.

1.3 DEFINITIONS

A. RFI: Request from Owner, Architect, or Contractor seeking information required by or clarifications of the Contract Documents.

1.4 GENERAL COORDINATION PROCEDURES

A. Coordination: Each contractor shall coordinate its construction operations with those of other contractors and entities to ensure efficient and orderly installation of each part of the Work. Each contractor shall coordinate its operations with operations, included in different Sections, that depend on each other for proper installation, connection, and operation.

1. Schedule construction operations in sequence required to obtain the best results where installation of one part of the Work depends on installation of other components, before or after its own installation.
2. Coordinate installation of different components with other contractors to ensure maximum performance and accessibility for required maintenance, service, and repair.
3. Make adequate provisions to accommodate items scheduled for later installation.

B. Prepare memoranda for distribution to each party involved, outlining special procedures required for coordination. Include such items as required notices, reports, and list of attendees at meetings.

1. Prepare similar memoranda for Owner and separate contractors if coordination of their Work is required.

C. Administrative Procedures: Coordinate scheduling and timing of required administrative procedures with other construction activities and activities of other contractors to avoid conflicts and to ensure orderly progress of the Work. Such administrative activities include, but are not limited to, the following:

1. Preparation of Contractor's construction schedule.
2. Preparation of the schedule of values.
3. Installation and removal of temporary facilities and controls.
4. Delivery and processing of submittals.
5. Progress meetings.
6. Preinstallation conferences.
7. Project closeout activities.
8. Startup and adjustment of systems.

1.5 COORDINATION DRAWINGS

A. Coordination Drawings, General: Prepare coordination drawings according to requirements in individual Sections, and additionally where installation is not completely shown on Shop Drawings, where limited space availability necessitates coordination, or if coordination is required to facilitate integration of products and materials fabricated or installed by more than one entity.

1. Content: Project-specific information, drawn accurately to a scale large enough to indicate and resolve conflicts. Do not base coordination drawings on standard printed data. Include the following information, as applicable:

a. Use applicable Drawings as a basis for preparation of coordination drawings. Prepare sections, elevations, and details as needed to describe relationship of various systems and components.
b. Coordinate the addition of trade-specific information to the coordination drawings by multiple contractors in a sequence that best provides for coordination of the information and resolution of conflicts between installed components before submitting for review.

c. Indicate functional and spatial relationships of components of architectural, structural, civil, mechanical, and electrical systems.
d. Indicate space requirements for routine maintenance and for anticipated replacement of components during the life of the installation.
e. Show location and size of access doors required for access to concealed dampers, valves, and other controls.
f. Indicate required installation sequences.
g. Indicate dimensions shown on the Drawings. Specifically note dimensions that appear to be in conflict with submitted equipment and minimum clearance requirements. Provide alternate sketches to Architect indicating proposed resolution of such conflicts. Minor dimension changes and difficult installations will not be considered changes to the Contract.

B. Coordination Drawing Organization: Organize coordination drawings as follows:

1. Floor Plans and Reflected Ceiling Plans: Show architectural and structural elements, and mechanical, plumbing, fire-protection, fire-alarm, and electrical Work. Show locations of visible ceiling-mounted devices relative to acoustical ceiling grid. Supplement plan drawings with section drawings where required to adequately represent the Work.
2. Plenum Space: Indicate subframing for support of ceiling and wall systems, mechanical and electrical equipment, and related Work. Locate components within ceiling plenum to accommodate layout of light fixtures indicated on Drawings. Indicate areas of conflict between light fixtures and other components.
3. Mechanical Rooms: Provide coordination drawings for mechanical rooms showing plans and elevations of mechanical, plumbing, fire-protection, fire-alarm, and electrical equipment.
4. Structural Penetrations: Indicate penetrations and openings required for all disciplines.
5. Mechanical and Plumbing Work: Show the following:

    a. Sizes and bottom elevations of ductwork, piping, and conduit runs, including insulation, bracing, flanges, and support systems.
    b. Dimensions of major components, such as dampers, valves, diffusers, access doors, cleanouts and electrical distribution equipment.
    c. Fire-rated enclosures around ductwork.

6. Electrical Work: Show the following:

    a. Runs of vertical and horizontal conduit 1-1/4 inches in diameter and larger.
    b. Light fixture, exit light, emergency battery pack, smoke detector, and other fire-alarm locations.
    c. Panel board, switch board, switchgear, transformer, busway, generator, and motor control center locations.
    d. Location of pull boxes and junction boxes, dimensioned from column center lines.

7. Fire-Protection System: Show the following:

a. Locations of standpipes, mains piping, branch lines, pipe drops, and sprinkler heads.

C. Coordination Digital Data Files: Prepare coordination digital data files according to the following requirements:

1. File Preparation Format: Same digital data software program, version, and operating system as original Drawings.

1.6 REQUESTS FOR INFORMATION (RFIs)

A. General: Immediately on discovery of the need for additional information or interpretation of the Contract Documents, Contractor shall prepare and submit an RFI in the form specified.

1. Architect will return RFIs submitted to Architect by other entities controlled by Contractor with no response.
2. Coordinate and submit RFIs in a prompt manner so as to avoid delays in Contractor's work or work of subcontractors.

B. Content of the RFI: Include a detailed, legible description of item needing information or interpretation and the following:

1. Project name.
2. Project number.
3. Date.
4. Name of Contractor.
5. Name of Architect.
6. RFI number, numbered sequentially.
7. RFI subject.
8. Specification Section number and title and related paragraphs, as appropriate.
9. Drawing number and detail references, as appropriate.
10. Field dimensions and conditions, as appropriate.
11. Contractor's suggested resolution. If Contractor's suggested resolution impacts the Contract Time or the Contract Sum, Contractor shall state impact in the RFI.
12. Contractor's signature.
13. Attachments: Include sketches, descriptions, measurements, photos, Product Data, Shop Drawings, coordination drawings, and other information necessary to fully describe items needing interpretation.

a. Include dimensions, thicknesses, structural grid references, and details of affected materials, assemblies, and attachments on attached sketches.

C. RFI Forms: Software-generated form with substantially the same content as indicated above, acceptable to Architect.

1. Attachments shall be electronic files in Adobe Acrobat PDF format.

D. Architect's and Construction Manager's Action: Architect and will review each RFI, determine action required, and respond. Allow seven working days for Architect's response for each RFI. RFIs received by Architectafter 1:00 p.m. will be considered as received the following working day.

1. The following Contractor-generated RFIs will be returned without action:

    a. Requests for approval of submittals.
    b. Requests for approval of substitutions.
    c. Requests for approval of Contractor's means and methods.
    d. Requests for coordination information already indicated in the Contract Documents.
    e. Requests for adjustments in the Contract Time or the Contract Sum.
    f. Requests for interpretation of Architect's actions on submittals.
    g. Incomplete RFIs or inaccurately prepared RFIs.

2. Architect's action may include a request for additional information, in which case Architect's time for response will date from time of receipt of additional information.
3. Architect's action on RFIs that may result in a change to the Contract Time or the Contract Sum may be eligible for Contractor to submit Change Proposal according to Section 012600 "Contract Modification Procedures."

    a. If Contractor believes the RFI response warrants change in the Contract Time or the Contract Sum, notify Architect and Construction Manager in writing within 3 days of receipt of the RFI response.

E. RFI Log: Prepare, maintain, and submit a tabular log of RFIs organized by the RFI number. Submit log monthly.Include the following:

1. Project name.
2. Name and address of Contractor.
3. Name and address of Architect.
4. RFI number including RFIs that were returned without action or withdrawn.
5. RFI description.
6. Date the RFI was submitted.
7. Date Architect'sresponse was received.

F. On receipt of Architect's action, update the RFI log and immediately distribute the RFI response to affected parties. Review response and notify Architect and within seven days if Contractor disagrees with response.

1. Identification of related Minor Change in the Work, Construction Change Directive, and Proposal Request, as appropriate.

1.7 ELECTRONIC DOCUMENT PROCESSING SERVICE

A. Process all documents through Newforma, a web-based software service administered by the Architect. Software service includes the following modules:

1. Submittals.
2. Submittal Register.
3. RFIs (Request for Information).
4. Field Reports.
5. Pay Applications.
6. Revision Documents (ASI, CCD, PR, PCO, COR, CO, etc).
7. Meeting Minutes.

B. Samples: Color samples and other submittals requiring physical review shall be logged into the system and delivered by mail or courier.

C. Sending documents FTP or paper will not be accepted.

1.8 PROJECT MEETINGS

A. General: Construction Manager will schedule and conduct meetings and conferences at Project site unless otherwise indicated.

B. Preconstruction Conference: Contractor will schedule and conduct a preconstruction conference before starting construction, at a time convenient to Owner and Architect, but no later than 7 days after execution of the Agreement.

C. Preinstallation Conferences: Conduct a preinstallation conference at Project site before each construction activity that requires coordination with other construction.

1. Attendees: Installer and representatives of manufacturers and fabricators involved in or affected by the installation and its coordination or integration with other materials and installations that have preceded or will follow, shall attend the meeting. Advise Architect, and Owner's Commissioning Authority of scheduled meeting dates.
2. Record significant conference discussions, agreements, and disagreements, including required corrective measures and actions.
3. Reporting: Distribute minutes of the meeting to each party present and to other parties requiring information.
4. Do not proceed with installation if the conference cannot be successfully concluded. Initiate whatever actions are necessary to resolve impediments to performance of the Work and reconvene the conference at earliest feasible date.

D. Progress Meetings: Contractor will conduct progress meetings at biweekly intervals.

1. Coordinate dates of meetings with preparation of payment requests.
2. Attendees: In addition to representatives of Owner, and Architect, each contractor, subcontractor, supplier, and other entity concerned with current progress or involved in planning, coordination, or performance of future activities shall be represented at these meetings. All participants at the meeting shall be familiar with Project and authorized to conclude matters relating to the Work.

3. Minutes: Entity responsible for conducting the meeting will record and distribute the meeting minutes to each party present and to parties requiring information.
    a. Schedule Updating: Revise Contractor's construction schedule after each progress meeting where revisions to the schedule have been made or recognized. Issue revised schedule concurrently with the report of each meeting.

E. Coordination Meetings: Contractor will conduct Project coordination meetings at biweekly intervals. Project coordination meetings are in addition to specific meetings held for other purposes, such as progress meetings and preinstallation conferences.
1. Attendees: In addition to representatives of Owner, , and Architect, each contractor, subcontractor, supplier, and other entity concerned with current progress or involved in planning, coordination, or performance of future activities shall be represented at these meetings. All participants at the meetings shall be familiar with Project and authorized to conclude matters relating to the Work.
2. Agenda: Review and correct or approve minutes of the previous coordination meeting. Review other items of significance that could affect progress. Include topics for discussion as appropriate to status of Project.
    a. Combined Contractor's Construction Schedule: Review progress since the last coordination meeting. Determine whether each contract is on time, ahead of schedule, or behind schedule, in relation to combined Contractor's construction schedule. Determine how construction behind schedule will be expedited; secure commitments from parties involved to do so. Discuss whether schedule revisions are required to ensure that current and subsequent activities will be completed within the Contract Time.
    b. Schedule Updating: Revise combined Contractor's construction schedule after each coordination meeting where revisions to the schedule have been made or recognized. Issue revised schedule concurrently with report of each meeting.
    c. Review present and future needs of each contractor present, including the following:
        1) Interface requirements.
        2) Sequence of operations.
        3) Status of submittals.
        4) Deliveries.
        5) Off-site fabrication.
        6) Access.
        7) Site utilization.
        8) Temporary facilities and controls.
        9) Work hours.
        10) Hazards and risks.
        11) Progress cleaning.
        12) Quality and work standards.
        13) Change Orders.
3. Reporting: Record meeting results and distribute copies to everyone in attendance and to others affected by decisions or actions resulting from each meeting.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION

SECTION 013200 - CONSTRUCTION PROGRESS DOCUMENTATION

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

A. Section includes administrative and procedural requirements for documenting the progress of construction during performance of the Work, including the following:

1. Startup construction schedule.
2. Contractor's Construction Schedule.
3. Construction schedule updating reports.
4. Daily construction reports.
5. Material location reports.
6. Site condition reports.
7. Unusual event reports.

B. Related Requirements:

1. Section 014000 "Quality Requirements" for schedule of tests and inspections.
2. Section 012900 "Payment Procedures" for schedule of values and requirements for use of cost-loaded schedule for Applications for Payment.

1.3 DEFINITIONS

A. Activity: A discrete part of a project that can be identified for planning, scheduling, monitoring, and controlling the construction Project. Activities included in a construction schedule consume time and resources.

1. Critical Activity: An activity on the critical path that must start and finish on the planned early start and finish times.
2. Predecessor Activity: An activity that precedes another activity in the network.
3. Successor Activity: An activity that follows another activity in the network.

B. CPM: Critical path method, which is a method of planning and scheduling a construction project where activities are arranged based on activity relationships. Network calculations determine the critical path of Project and when activities can be performed.

C. Critical Path: The longest connected chain of interdependent activities through the network schedule that establishes the minimum overall Project duration and contains no float.

D. Float: The measure of leeway in starting and completing an activity.

1. Float time is not for the exclusive use or benefit of either Owner or Contractor, but is a jointly owned, expiring Project resource available to both parties as needed to meet schedule milestones and Contract completion date.
2. Free float is the amount of time an activity can be delayed without adversely affecting the early start of the successor activity.
3. Total float is the measure of leeway in starting or completing an activity without adversely affecting the planned Project completion date.

E. Resource Loading: The allocation of manpower and equipment necessary for completing an activity as scheduled.

1.4 INFORMATIONAL SUBMITTALS

A. Format for Submittals: Submit required submittals in the following format:

1. Working electronic copy of schedule file.
2. PDF file.

B. Startup construction schedule.

C. Contractor's Construction Schedule: Initial schedule, of size required to display entire schedule for entire construction period.

1. Submit a working digital copy of schedule, using software indicated, and labeled to comply with requirements for submittals.

D. Construction Schedule Updating Reports: Submit with Applications for Payment.

E. Daily Construction Reports: Submit at weekly intervals.

F. Site Condition Reports: Submit at time of discovery of differing conditions.

G. Unusual Event Reports: Submit at time of unusual event.

1.5 QUALITY ASSURANCE

A. Prescheduling Conference: Conduct conference at Project site to comply with requirements in Section 013100 "Project Management and Coordination." Review methods and procedures related to the preliminary construction schedule and Contractor's Construction Schedule, including, but not limited to, the following:

1. Review software limitations and content and format for reports.

2. Verify availability of qualified personnel needed to develop and update schedule.
3. Discuss constraints, including phasing area separationsinterim milestones and partial Owner occupancy.
4. Review time required for review of submittals and resubmittals.
5. Review requirements for tests and inspections by independent testing and inspecting agencies.
6. Review time required for Project closeout and Owner startup procedures.
7. Review and finalize list of construction activities to be included in schedule.
8. Review procedures for updating schedule.

1.6 COORDINATION

A. Coordinate Contractor's Construction Schedule with the schedule of values, submittal schedule, progress reports, payment requests, and other required schedules and reports.

1. Secure time commitments for performing critical elements of the Work from entities involved.
2. Coordinate each construction activity in the network with other activities, and schedule them in proper sequence.

1.7 CONTRACTOR'S CONSTRUCTION SCHEDULE

A. Computer Scheduling Software: Prepare schedules using current version of a program that has been developed specifically to manage construction schedules.

1. Use Microsoft Project, Primavera, or Meridian Prolog for current Windows operating system.

B. Time Frame: Extend schedule from date established for the Notice to Proceed to date of Final Completion.

1. Contract completion date shall not be changed by submission of a schedule that shows an early completion date, unless specifically authorized by Change Order.

C. Activities: Treat each floor or separate area as a separate numbered activity for each main element of the Work. Comply with the following:

1. Temporary Facilities: Indicate start and completion dates for the following as applicable:

   a. Temporary facilities.
   b. Regulatory agency approvals.
   c. Punch list.

2. Procurement Activities: Include procurement process activities for the following long lead-time items and major items, requiring a cycle of more than 60 days, as separate activities in schedule. Procurement cycle activities include, but are not limited to, submittals, approvals, purchasing, fabrication, and delivery.

3. Submittal Review Time: Include review and resubmittal times indicated in Section 013300 "Submittal Procedures" in schedule. Coordinate submittal review times in Contractor's Construction Schedule with submittal schedule.
4. Startup and Testing Time: Include no fewer than 15 days for startup and testing.
5. Substantial Completion: Indicate completion in advance of date established for Substantial Completion, and allow time for Architect's and Construction Manager's administrative procedures necessary for certification of Substantial Completion.
6. Punch List and Final Completion: Include not more than 30 days for completion of punch list items and Final Completion.

D. Constraints: Include constraints and work restrictions indicated in the Contract Documents and as follows in schedule, and show how the sequence of the Work is affected.

1. Phasing: Arrange list of activities on schedule by phase.
2. Work Restrictions: Show the effect of the following items on the schedule:

    a. Coordination with existing construction.
    b. Limitations of continued occupancies.
    c. Uninterruptible services.
    d. Use-of-premises restrictions.
    e. Seasonal variations.
    f. Environmental control.

E. Upcoming Work Summary: Prepare summary report indicating activities scheduled to occur or commence prior to submittal of next schedule update. Summarize the following issues:

1. Unresolved issues.
2. Unanswered Requests for Information.
3. Rejected or unreturned submittals.
4. Notations on returned submittals.
5. Pending modifications affecting the Work and the Contract Time.

F. Contractor's Construction Schedule Updating: At monthly intervals, update schedule to reflect actual construction progress and activities. Issue schedule one week before each regularly scheduled progress meeting.

1. Revise schedule immediately after each meeting or other activity where revisions have been recognized or made. Issue updated schedule concurrently with the report of each such meeting.
2. Include a report with updated schedule that indicates every change, including, but not limited to, changes in logic, durations, actual starts and finishes, and activity durations.
3. As the Work progresses, indicate Final Completion percentage for each activity.

G. Distribution: Distribute copies of approved schedule to Architect, Construction Manager, Owner, separate contractors, testing and inspecting agencies, and other parties identified by Contractor with a need-to-know schedule responsibility.

1. Post copies in Project meeting rooms and temporary field offices.
2. When revisions are made, distribute updated schedules to the same parties and post in the same locations. Delete parties from distribution when they have completed their assigned portion of the Work and are no longer involved in performance of construction activities.

1.8 STARTUP CONSTRUCTION SCHEDULE

A. Gantt-Chart Schedule: Submit startup, horizontal, Gantt-chart-type construction schedule within seven days of date established for the Notice to Proceed.

B. Preparation: Indicate each significant construction activity separately. Identify first workday of each week with a continuous vertical line. Outline significant construction activities for first 90 days of construction. Include skeleton diagram for the remainder of the Work and a cash requirement prediction based on indicated activities.

1.9 GANTT-CHART SCHEDULE REQUIREMENTS

A. Gantt-Chart Schedule: Submit a comprehensive, fully developed, horizontal, Gantt-chart-type, Contractor's Construction Schedule within 30 days of date established for the Notice to Proceed.

1. Base schedule on the startup construction schedule and additional information received since the start of Project.

1.10 REPORTS

A. Daily Construction Reports: Prepare a daily construction report recording the following information concerning events at Project site:

1. List of subcontractors at Project site.
2. List of separate contractors at Project site.
3. Approximate count of personnel at Project site.
4. Equipment at Project site.
5. Material deliveries.
6. High and low temperatures and general weather conditions, including presence of rain or snow.
7. Testing and inspection.
8. Accidents.
9. Meetings and significant decisions.
10. Unusual events.
11. Stoppages, delays, shortages, and losses.
12. Meter readings and similar recordings.
13. Emergency procedures.
14. Orders and requests of authorities having jurisdiction.
15. Change Orders received and implemented.
16. Construction Change Directives received and implemented.

17. Services connected and disconnected.
18. Equipment or system tests and startups.
19. Partial completions and occupancies.
20. Substantial Completions authorized.

B. Material Location Reports: At monthly intervals, prepare and submit a comprehensive list of materials delivered to and stored at Project site. List shall be cumulative, showing materials previously reported plus items recently delivered. Include with list a statement of progress on and delivery dates for materials or items of equipment fabricated or stored away from Project site. Indicate the following categories for stored materials:

1. Material stored prior to previous report and remaining in storage.

C. Site Condition Reports: Immediately on discovery of a difference between site conditions and the Contract Documents, prepare and submit a detailed report. Submit with a Request for Information. Include a detailed description of the differing conditions, together with recommendations for changing the Contract Documents.

D. Unusual Event Reports: When an event of an unusual and significant nature occurs at Project site, whether or not related directly to the Work, prepare and submit a special report. List chain of events, persons participating, responses by Contractor's personnel, evaluation of results or effects, and similar pertinent information. Advise Owner in advance when these events are known or predictable.

1. Submit unusual event reports directly to Owner within one day(s) of an occurrence. Distribute copies of report to parties affected by the occurrence.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION

SECTION 013300 - SUBMITTAL PROCEDURES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

A. Section includes requirements for the submittal schedule and administrative and procedural requirements for submitting Shop Drawings, Product Data, Samples, and other submittals.

B. Related Requirements:

1. Section 012900 "Payment Procedures" for submitting Applications for Payment and the schedule of values.
2. Section 017823 "Operation and Maintenance Data" for submitting operation and maintenance manuals.
3. Section 017839 "Project Record Documents" for submitting record Drawings, record Specifications, and record Product Data.
4. Section 017900 "Demonstration and Training" for submitting video recordings of demonstration of equipment and training of Owner's personnel.

1.3 DEFINITIONS

A. Action Submittals: Written and graphic information and physical samples that require Architect's responsive action. Action submittals are those submittals indicated in individual Specification Sections as "action submittals."

B. Informational Submittals: Written and graphic information and physical samples that do not require Architect's responsive action. Submittals may be rejected for not complying with requirements. Informational submittals are those submittals indicated in individual Specification Sections as "informational submittals."

C. Newforma: Architect's web-based document management software required to be used in the submittal process.

1.4 ACTION SUBMITTALS

A. Submittal Schedule: Submit a schedule of submittals, arranged in chronological order by dates required by construction schedule. Include time required for review, ordering, manufacturing, fabrication, and delivery when establishing dates. Include additional time required for making corrections or revisions to submittals noted by Architect and additional time for handling and reviewing submittals required by those corrections.

1. Coordinate submittal schedule with list of subcontracts, the schedule of values, and Contractor's construction schedule.
2. Submittal: Submit concurrently with the first complete submittal of Contractor's construction schedule.

1.5 SUBMITTAL ADMINISTRATIVE REQUIREMENTS

A. All submittals shall be made in electronic format unless paper submittals have been previously authorized in writing by the Architect.

B. All submittals shall be made using the Architect's Newforma software system. Specific information and log-in instructions will be discussed at pre-construction meetings.

C. Coordination: Coordinate preparation and processing of submittals with performance of construction activities.

1. Coordinate each submittal with fabrication, purchasing, testing, delivery, other submittals, and related activities that require sequential activity.
2. Submit all submittal items required for each Specification Section concurrently unless partial submittals for portions of the Work are indicated on approved submittal schedule.
3. Submit action submittals and informational submittals required by the same Specification Section as separate packages under separate transmittals.
4. Coordinate transmittal of different types of submittals for related parts of the Work so processing will not be delayed because of need to review submittals concurrently for coordination.

    a. Architect reserve the right to withhold action on a submittal requiring coordination with other submittals until related submittals are received.

D. Processing Time: Allow time for submittal review, including time for resubmittals, as follows. Time for review shall commence on Architect's receipt of submittal. No extension of the Contract Time will be authorized because of failure to transmit submittals enough in advance of the Work to permit processing, including resubmittals.

1. Initial Review: Allow 10 days for initial review of each submittal. Allow additional time if coordination with subsequent submittals is required. Architect will advise Contractor when a submittal being processed must be delayed for coordination.
2. Resubmittal Review: Allow 10 days for review of each resubmittal.

3. Concurrent Consultant Review: Where the Contract Documents indicate that submittals may be transmitted simultaneously to Architect and to Architect's consultants, allow15 days for review of each submittal.

E. Paper Submittals will not be accepted unless prior arrangement has been made with and accepted by the Architect.

F. Electronic Submittals: Identify and incorporate information in each electronic submittal file as follows:

1. Assemble complete submittal package into a single indexed file incorporating submittal requirements of a single Specification Section and transmittal form with links enabling navigation to each item.
2. Name file with submittal number or other unique identifier, including revision identifier.

    a. Submittal number shall include the six digit specification section followed by the number of the submittal within the specification section. Re-submittals shall include the number of the resubmissions of the submittal.

        1) Example of original submittal: 09 84 13-03, where 09 84 13 is the specification section number, 03 represents the third submittal under Section 098412.
        2) Example of re-submittal: 09 84 13-03r01, where 09 84 13 is the specification section number, 03 represents the third submittal under Section 098413, and r01 represents the number of times the submittal has been re-submitted.

3. Transmittal Form for Electronic Submittals: Use the Architect's Newforma program; Provide Transmittal Form containing the following information:

    a. Project name.
    b. Date.
    c. Name and address of Architect.
    d. Name of Contractor.
    e. Name of firm or entity that prepared submittal.
    f. Names of subcontractor, manufacturer, and supplier.
    g. Category and type of submittal.
    h. Submittal purpose and description.
    i. Specification Section number and title.
    j. Specification paragraph number or drawing designation and generic name for each of multiple items.
    k. Drawing number and detail references, as appropriate.
    l. Location(s) where product is to be installed, as appropriate.
    m. Related physical samples submitted directly.
    n. Indication of full or partial submittal.
    o. Transmittal number[numbered consecutively].
    p. Submittal and transmittal distribution record.
    q. Other necessary identification.

r. Remarks.

4. Metadata: Include the following information as keywords in the electronic submittal file metadata:

a. Project name.
b. Number and title of appropriate Specification Section.
c. Manufacturer name.
d. Product name.

G. Options: Identify options requiring selection by Architect.

H. Deviations and Additional Information: On an attached separate sheet, prepared on Contractor's letterhead, record relevant information, requests for data, revisions other than those requested by Architect on previous submittals, and deviations from requirements in the Contract Documents, including minor variations and limitations. Include same identification information as related submittal.

I. Resubmittals: Make resubmittals in same form and number of copies as initial submittal.

1. Note date and content of previous submittal.
2. Note date and content of revision in label or title block and clearly indicate extent of revision.
3. Resubmit submittals until they are marked with approval notation from Architect's action stamp.

J. Distribution: Furnish copies of final submittals to manufacturers, subcontractors, suppliers, fabricators, installers, authorities having jurisdiction, and others as necessary for performance of construction activities. Show distribution on transmittal forms.

K. Use for Construction: Retain complete copies of submittals on Project site. Use only final action submittals that are marked with approval notation from Architect's action stamp.

PART 2 - PRODUCTS

2.1 SUBMITTAL PROCEDURES

A. General Submittal Procedure Requirements: Prepare and submit submittals required by individual Specification Sections. Types of submittals are indicated in individual Specification Sections.
1. Post electronic submittals as PDF electronic files directly to Architect's Newforma Info-Exchange specifically established for Project.
a. Architect will return annotated file. Annotate and retain one copy of file as an electronic Project record document file.
2. Submit electronic submittals via email as PDF electronic files.
a. Architect will return annotated file. Annotate and retain one copy of file as an electronic Project record document file.

3. Certificates and Certifications Submittals: Provide a statement that includes signature of entity responsible for preparing certification. Certificates and certifications shall be signed by an officer or other individual authorized to sign documents on behalf of that entity.
    a. Provide a digital signature with digital certificate on electronically submitted certificates and certifications where indicated.
    b. Provide a notarized statement on original paper copy certificates and certifications where indicated.

B. Product Data: Collect information into a single submittal for each element of construction and type of product or equipment.

1. If information must be specially prepared for submittal because standard published data are not suitable for use, submit as Shop Drawings, not as Product Data.
2. Mark each copy of each submittal to show which products and options are applicable.
3. Include the following information, as applicable:

    a. Manufacturer's catalog cuts.
    b. Manufacturer's product specifications.
    c. Standard color charts.
    d. Statement of compliance with specified referenced standards.
    e. Testing by recognized testing agency.
    f. Application of testing agency labels and seals.
    g. Notation of coordination requirements.
    h. Availability and delivery time information.

4. For equipment, include the following in addition to the above, as applicable:

    a. Wiring diagrams showing factory-installed wiring.
    b. Printed performance curves.
    c. Operational range diagrams.
    d. Clearances required to other construction, if not indicated on accompanying Shop Drawings.

5. Submit Product Data before or concurrent with Samples.
6. Submit Product Data in the following format:

    a. PDF electronic file.

C. Shop Drawings: Prepare Project-specific information, drawn accurately to scale. Do not base Shop Drawings on reproductions of the Contract Documents or standard printed data unless submittal based on Architect's digital data drawing files is otherwise permitted.

1. Preparation: Fully illustrate requirements in the Contract Documents. Include the following information, as applicable:

    a. Identification of products.

b. Schedules.
c. Compliance with specified standards.
d. Notation of coordination requirements.
e. Notation of dimensions established by field measurement.
f. Relationship and attachment to adjoining construction clearly indicated.
g. Seal and signature of professional engineer if specified.

2. Sheet Size: Except for templates, patterns, and similar full-size drawings, submit Shop Drawings on sheets at least 8-1/2 by 11 inches, but no larger than 30 by 42 inches
3. Submit Shop Drawings in the following format:

a. PDF electronic file.

D. Samples: Submit Samples for review of kind, color, pattern, and texture for a check of these characteristics with other elements and for a comparison of these characteristics between submittal and actual component as delivered and installed.

1. Transmit Samples that contain multiple, related components such as accessories together in one submittal package.
2. Identification: Attach label on unexposed side of Samples that includes the following:

a. Generic description of Sample.
b. Product name and name of manufacturer.
c. Sample source.
d. Number and title of applicable Specification Section.
e. Specification paragraph number and generic name of each item.

3. For projects where electronic submittals are required, provide corresponding electronic submittal of Sample transmittal, digital image file illustrating Sample characteristics, and identification information for record.
4. Disposition: Maintain sets of approved Samples at Project site, available for quality-control comparisons throughout the course of construction activity. Sample sets may be used to determine final acceptance of construction associated with each set.

a. Samples that may be incorporated into the Work are indicated in individual Specification Sections. Such Samples must be in an undamaged condition at time of use.
b. Samples not incorporated into the Work, or otherwise designated as Owner's property, are the property of Contractor.

5. Samples for Initial Selection: Submit manufacturer's color charts consisting of units or sections of units showing the full range of colors, textures, and patterns available.

a. Number of Samples: Submit one full set of available choices where color, pattern, texture, or similar characteristics are required to be selected from manufacturer's product line. Architect will return submittal with options selected.

6. Samples for Verification: Submit full-size units or Samples of size indicated, prepared from same material to be used for the Work, cured and finished in manner specified, and physically identical with material or product proposed for use, and that show full range of color and texture variations expected. Samples include, but are not limited to, the following: partial sections of manufactured or fabricated components; small cuts or containers of materials; complete units of repetitively used materials; swatches showing color, texture, and pattern; color range sets; and components used for independent testing and inspection.

   a. Number of Samples: Submit three sets of Samples. Architect will retain two Sample sets; remainder will be returned. Mark up and retain one returned Sample set as a project record sample.
   b. Submit a single Sample where assembly details, workmanship, fabrication techniques, connections, operation, and other similar characteristics are to be demonstrated.

      1) If variation in color, pattern, texture, or other characteristic is inherent in material or product represented by a Sample, submit at least three sets of paired units that show approximate limits of variations.

E. Coordination Drawing Submittals: Comply with requirements specified in Section 013100 "Project Management and Coordination."

F. Application for Payment and Schedule of Values: Comply with requirements specified in Section 012900 "Payment Procedures."

G. Test and Inspection Reports and Schedule of Tests and Inspections Submittals: Comply with requirements specified in Section 014000 "Quality Requirements."

H. Closeout Submittals and Maintenance Material Submittals: Comply with requirements specified in Section 017700 "Closeout Procedures."

I. Maintenance Data: Comply with requirements specified in Section 017823 "Operation and Maintenance Data."

J. Qualification Data: Prepare written information that demonstrates capabilities and experience of firm or person. Include lists of completed projects with project names and addresses, contact information of architects and owners, and other information specified.

K. Welding Certificates: Prepare written certification that welding procedures and personnel comply with requirements in the Contract Documents. Submit record of Welding Procedure Specification and Procedure Qualification Record on AWS forms. Include names of firms and personnel certified.

L. Installer Certificates: Submit written statements on manufacturer's letterhead certifying that Installer complies with requirements in the Contract Documents and, where required, is authorized by manufacturer for this specific Project.

M. Manufacturer Certificates: Submit written statements on manufacturer's letterhead certifying that manufacturer complies with requirements in the Contract Documents. Include evidence of manufacturing experience where required.

N. Product Certificates: Submit written statements on manufacturer's letterhead certifying that product complies with requirements in the Contract Documents.

O. Material Certificates: Submit written statements on manufacturer's letterhead certifying that material complies with requirements in the Contract Documents.

P. Material Test Reports: Submit reports written by a qualified testing agency, on testing agency's standard form, indicating and interpreting test results of material for compliance with requirements in the Contract Documents.

Q. Product Test Reports: Submit written reports indicating that current product produced by manufacturer complies with requirements in the Contract Documents. Base reports on evaluation of tests performed by manufacturer and witnessed by a qualified testing agency, or on comprehensive tests performed by a qualified testing agency.

R. Research Reports: Submit written evidence, from a model code organization acceptable to authorities having jurisdiction, that product complies with building code in effect for Project. Include the following information:
1. Name of evaluation organization.
2. Date of evaluation.
3. Time period when report is in effect.
4. Product and manufacturers' names.
5. Description of product.
6. Test procedures and results.
7. Limitations of use.

S. Preconstruction Test Reports: Submit reports written by a qualified testing agency, on testing agency's standard form, indicating and interpreting results of tests performed before installation of product, for compliance with performance requirements in the Contract Documents.

T. Compatibility Test Reports: Submit reports written by a qualified testing agency, on testing agency's standard form, indicating and interpreting results of compatibility tests performed before installation of product. Include written recommendations for primers and substrate preparation needed for adhesion.

U. Field Test Reports: Submit written reports indicating and interpreting results of field tests performed either during installation of product or after product is installed in its final location, for compliance with requirements in the Contract Documents.

V. Design Data: Prepare and submit written and graphic information, including, but not limited to, performance and design criteria, list of applicable codes and regulations, and calculations. Include list of assumptions and other performance and design criteria and a summary of loads. Include load diagrams if applicable. Provide name and version of software, if any, used for calculations. Include page numbers.

PART 3 - EXECUTION

3.1 CONTRACTOR'S REVIEW

A. Action and Informational Submittals: Review each submittal and check for coordination with other Work of the Contract and for compliance with the Contract Documents. Note corrections and field dimensions. Mark with approval stamp before submitting to Architect.

B. Project Closeout and Maintenance Material Submittals: See requirements in Section 017700 "Closeout Procedures."

C. Approval Stamp: Stamp each submittal with a uniform, approval stamp. Include Project name and location, submittal number, Specification Section title and number, name of reviewer, date of Contractor's approval, and statement certifying that submittal has been reviewed, checked, and approved for compliance with the Contract Documents.

3.2 ARCHITECT'S AND CONSTRUCTION MANAGER'S ACTION

A. Action Submittals: Architect will review each submittal, make marks to indicate corrections or revisions required, and return it. Architect will stamp each submittal with an action stamp and will mark stamp appropriately to indicate action, as follows:

a. Final Unrestricted Release: When the Architect marks a submittal "REVIEWED" the Work covered by the submittal may proceed provided it complies with requirements of the Contract Documents. Final payment depends on that compliance.
b. Final-But-Restricted Release: When the Architect marks a submittal "REVIEWED AS NOTED• • , the Work covered by the submittal may proceed provided it complies with notations or corrections on the submittal and requirements of the Contract Documents. Final payment depends on that compliance. In this option, the Architect may require a re-submittal by checking the REVISE AND RESUBMIT• • box or not by leaving the REVISE AND RESUBMIT• • box blank.
c. Returned Rejected: When the Architect marks a submittal "Resubmit" or REJECTED• • do not proceed with Work covered by the submittal, including purchasing, fabrication, delivery, or other activity. Revise or prepare a new submittal according to the notations; resubmit without delay. Repeat if necessary to obtain different action mark.
d. Acknowledgement only: When the Architect marks a submittal INFORMATION ONLY• • , the Architect acknowledges receipt. Submittal will be returned for record only.

B. Informational Submittals: Architect will review each submittal and will not return it, or will return it if it does not comply with requirements. Architect will forward each submittal to appropriate party.

C. Incomplete submittals are unacceptable, will be considered nonresponsive, and will be returned for resubmittal without review.

D. Submittals not required by the Contract Documents may not be reviewed and may be discarded.

END OF SECTION

BIM AND ELECTRONIC DOCUMENTS TRANSFER TERMS AND CONDITIONS

FGM Architects Inc. (hereinafter the “Architect”) may, at its sole discretion, provide for use to Contractor from time to time upon Contractor’s request and for Contractor’s convenience, Building Information Models (hereinafter referred to as “BIM”) and/or CAD files, including plans, details, and schedules in electronic format, prepared by the Architect, subject to and upon the following terms and conditions which shall have full force and effect as of the date the electronic documents are provided.

TERMS AND CONDITIONS

The Contractor understands and agrees that the design documents, calculations, drawings, details, schedules, specifications and other information prepared by the Architect in electronic format, whether incorporated in BIM or in CAD format (hereinafter collectively referred to as “Electronic Instruments of Service”), are instruments of professional architectural service intended for use only in connection with the construction of this Project. The Electronic Instruments of Service are and shall remain the property of FGM Architects Inc. The Contractor may use and retain copies of the Electronic Instruments of Service provided by the Architect in connection with Contractor’s pre-construction and construction services for the Project. The Electronic Instruments of Service are provided for the sole purpose of communicating the state of the design to date, and Contractor acknowledges that the Electronic Instruments of Service may not be final, complete or accurate. Contractor further acknowledges and agrees that any use by Contractor of the Electronic Instruments of Service provided by the Architect is at Contractor’s sole risk and responsibility. Contractor acknowledges and agrees that the official Instruments of Service are the drawings and specifications signed and sealed by the Architect and its consultants in paper format.

In the case that the Electronic Instruments of Service are provided to the Contractor or any of its subcontractors, materialmen or suppliers, or those contracting with any of them in connection with the Project (together "Contractor"), it is understood that such Electronic Instruments of Service have been furnished at the request of the Owner or Contractor, and that the Contractor has read and understood the limitations, terms and conditions governing the use of Electronic Instruments of Service as set forth in the Contract Documents and herein.

Because of the possibility that the Electronic Instruments of Service, and other information and data delivered in machine readable form may be subject to alteration, deterioration, incompatibility, translation or readability issues, whether inadvertently or otherwise, Contractor acknowledges and agrees that Architect shall have no responsibility or liability arising out of or in connection with the completeness or accuracy of the Electronic Instruments of Service, information and data, and any use by the Contractor of same is at Contractor’s sole risk and responsibility. FGM Architects Inc. reserves the right to retain hard copy originals of all project documentation delivered to the Contractor in machine readable form, which originals shall be referred to and shall govern in the event of any inconsistency between the two.

The Contractor understands that the use and automated conversion of information and data in the Electronic Instruments of Service provided by FGM Architects Inc. to a derivative work, model. or alternate system or format or version by the Contractor may not be accomplished without the introduction of inexactitudes, anomalies, and errors. In the event the Electronic Instruments of Service provided to the Contractor are so used or converted, the Contractor agrees to assume all risks associated therewith and releases FGM Architects Inc. from such responsibility and, to the

fullest extent permitted by law, Contractor shall defend, and hold harmless and indemnify FGM Architects Inc. from and against all claims, liabilities, losses, damages, and costs, including but not limited to attorney's fees, arising therefrom or in connection therewith.

The Contractor acknowledges that changes or modifications to the Electronic Instruments of Service introduced by anyone other than FGM Architects Inc. may result in adverse consequences which FGM Architects Inc. can neither predict nor control. Therefore, and in consideration of FGM Architects Inc.'s provision of such Electronic Instruments of Service for Contractor's use and convenience. The Contractor agrees, to the fullest extent permitted by law, to defend, and hold harmless and indemnify FGM Architects Inc. from and against all claims, liabilities, losses, damages, and costs, including but not limited to attorney's fees, arising out of or in any way connected with the use, modification, interpretation, misuse, or reuse by the Contractor or others to whom it has provided any Electronic Instrument of Service. The foregoing indemnification applies, without limitation, to the use of or creation of derivative works from the Electronic Instruments of Service on other projects, for additions to this Project, or for completion of this Project by others, excepting only such use as may be authorized, in writing, by FGM Architects Inc.

The Contractor acknowledges and agrees that it has received the Electronic Instruments of Service with the full understanding that they are the property of FGM Architects Inc., as described herein and that FGM Architects Inc. owes no duty or obligation to the Contractor with respect to the adequacy, suitability, correctness or usability of the Electronic Instruments of Service.

ADDITIONAL PROVISIONS RELATING TO TRANSFER OF ELECTRONIC INSTRUMENTS OF SERVICE IN CAD FORMAT

The computer drawing data contained in this/these files is subject to the following provisions:

The data is only valid as to the stage of completion of the designs as of the date it is provided. (See the dates on the disk label and on the magnetic file. If these dates differ due to changes made in the file after it was delivered to you, the date on the disk label will be controlling. The designs may continue to be developed, changed, and updated as project requirements justify.

FGM Architects Inc. is delivering these files for the express purpose of REVIEW.

These data insertions will only be utilized for coordination of architectural

appurtenances and related dimensioning.
Any other use of the data on this/these files and/or disks must be further authorized in writing by FGM Architects Inc.

Accepted by: _____(signature)
Title: _____
Company: _____

SECTION 014000 - QUALITY REQUIREMENTS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

A. Section includes administrative and procedural requirements for quality assurance and quality control.

B. Testing and inspecting services are required to verify compliance with requirements specified or indicated. These services do not relieve Contractor of responsibility for compliance with the Contract Document requirements.
   1. Specific quality-assurance and -control requirements for individual construction activities are specified in the Sections that specify those activities. Requirements in those Sections may also cover production of standard products.
   2. Specified tests, inspections, and related actions do not limit Contractor's other quality-assurance and -control procedures that facilitate compliance with the Contract Document requirements.
   3. Requirements for Contractor to provide quality-assurance and -control services required by Architect, Owner, Commissioning Authority, Construction Manager, or authorities having jurisdiction are not limited by provisions of this Section.
   4. Specific test and inspection requirements are not specified in this Section.

1.3 DEFINITIONS

A. Quality-Assurance Services: Activities, actions, and procedures performed before and during execution of the Work to guard against defects and deficiencies and substantiate that proposed construction will comply with requirements.

B. Quality-Control Services: Tests, inspections, procedures, and related actions during and after execution of the Work to evaluate that actual products incorporated into the Work and completed construction comply with requirements. Services do not include contract enforcement activities performed by Architect.

C. Mockups: Full-size physical assemblies that are constructed on-site. Mockups are constructed to verify selections made under Sample submittals; to demonstrate aesthetic effects and, where indicated, qualities of materials and execution; to review coordination, testing, or operation; to show interface between dissimilar materials; and to demonstrate compliance with specified installation tolerances. Mockups are not Samples. Unless otherwise indicated, approved mockups establish the standard by which the Work will be judged.

1. Integrated Exterior Mockups: Mockups of the exterior envelope erected separately from the building but on Project site, consisting of multiple products, assemblies, and subassemblies.

D. Preconstruction Testing: Tests and inspections performed specifically for Project before products and materials are incorporated into the Work, to verify performance or compliance with specified criteria.

E. Product Testing: Tests and inspections that are performed by an NRTL, an NVLAP, or a testing agency qualified to conduct product testing and acceptable to authorities having jurisdiction, to establish product performance and compliance with specified requirements.

F. Source Quality-Control Testing: Tests and inspections that are performed at the source, e.g., plant, mill, factory, or shop.

G. Field Quality-Control Testing: Tests and inspections that are performed on-site for installation of the Work and for completed Work.

H. Testing Agency: An entity engaged to perform specific tests, inspections, or both. Testing laboratory shall mean the same as testing agency.

I. Installer/Applicator/Erector: Contractor or another entity engaged by Contractor as an employee, Subcontractor, or Sub-subcontractor, to perform a particular construction operation, including installation, erection, application, and similar operations.
1. Use of trade-specific terminology in referring to a trade or entity does not require that certain construction activities be performed by accredited or unionized individuals, or that requirements specified apply exclusively to specific trade(s).

J. Experienced: When used with an entity or individual, "experienced" means having successfully completed a minimum of [five] < previous projects similar in nature, size, and extent to this Project; being familiar with special requirements indicated; and having complied with requirements of authorities having jurisdiction.

1.4 CONFLICTING REQUIREMENTS

A. Referenced Standards: If compliance with two or more standards is specified and the standards establish different or conflicting requirements for minimum quantities or quality levels, comply with the most stringent requirement. Refer conflicting requirements that are different, but apparently equal, to Architect for a decision before proceeding.

B. Minimum Quantity or Quality Levels: The quantity or quality level shown or specified shall be the minimum provided or performed. The actual installation may comply exactly with the minimum quantity or quality specified, or it may exceed the minimum within reasonable limits. To comply with these requirements, indicated numeric values are minimum or maximum, as appropriate, for the context of requirements. Refer uncertainties to Architect for a decision before proceeding.

1.5 INFORMATIONAL SUBMITTALS

A. Schedule of Tests and Inspections: Prepare in tabular form and include the following:

1. Specification Section number and title.
2. Entity responsible for performing tests and inspections.
3. Description of test and inspection.
4. Identification of applicable standards.
5. Identification of test and inspection methods.
6. Number of tests and inspections required.
7. Time schedule or time span for tests and inspections.
8. Requirements for obtaining samples.
9. Unique characteristics of each quality-control service.

1.6 REPORTS AND DOCUMENTS

A. Test and Inspection Reports: Prepare and submit certified written reports specified in other Sections. Include the following:

1. Date of issue.
2. Project title and number.
3. Name, address, and telephone number of testing agency.
4. Dates and locations of samples and tests or inspections.
5. Names of individuals making tests and inspections.
6. Description of the Work and test and inspection method.
7. Identification of product and Specification Section.
8. Complete test or inspection data.
9. Test and inspection results and an interpretation of test results.
10. Record of temperature and weather conditions at time of sample taking and testing and inspecting.
11. Comments or professional opinion on whether tested or inspected Work complies with the Contract Document requirements.
12. Name and signature of laboratory inspector.
13. Recommendations on retesting and reinspecting.

B. Manufacturer's Technical Representative's Field Reports: Prepare written information documenting manufacturer's technical representative's tests and inspections specified in other Sections. Include the following:

1. Name, address, and telephone number of technical representative making report.
2. Statement on condition of substrates and their acceptability for installation of product.

3. Statement that products at Project site comply with requirements.
4. Summary of installation procedures being followed, whether they comply with requirements and, if not, what corrective action was taken.
5. Results of operational and other tests and a statement of whether observed performance complies with requirements.
6. Statement whether conditions, products, and installation will affect warranty.
7. Other required items indicated in individual Specification Sections.

C. Factory-Authorized Service Representative's Reports: Prepare written information documenting manufacturer's factory-authorized service representative's tests and inspections specified in other Sections. Include the following:

1. Name, address, and telephone number of factory-authorized service representative making report.
2. Statement that equipment complies with requirements.
3. Results of operational and other tests and a statement of whether observed performance complies with requirements.
4. Statement whether conditions, products, and installation will affect warranty.
5. Other required items indicated in individual Specification Sections.

D. Permits, Licenses, and Certificates: For Owner's records, submit copies of permits, licenses, certifications, inspection reports, releases, jurisdictional settlements, notices, receipts for fee payments, judgments, correspondence, records, and similar documents, established for compliance with standards and regulations bearing on performance of the Work.

1.7 QUALITY ASSURANCE

A. General: Qualifications paragraphs in this article establish the minimum qualification levels required; individual Specification Sections specify additional requirements.

B. Manufacturer Qualifications: A firm experienced in manufacturing products or systems similar to those indicated for this Project and with a record of successful in-service performance, as well as sufficient production capacity to produce required units.

C. Fabricator Qualifications: A firm experienced in producing products similar to those indicated for this Project and with a record of successful in-service performance, as well as sufficient production capacity to produce required units.

D. Installer Qualifications: A firm or individual experienced in installing, erecting, or assembling work similar in material, design, and extent to that indicated for this Project, whose work has resulted in construction with a record of successful in-service performance.

E. Professional Engineer Qualifications: A professional engineer who is legally qualified to practice in jurisdiction where Project is located and who is experienced in providing engineering services of the kind indicated. Engineering services are defined as those performed for installations of the system, assembly, or product that are similar in material, design, and extent to those indicated for this Project.

F. Specialists: Certain Specification Sections require that specific construction activities shall be performed by entities who are recognized experts in those operations. Specialists shall satisfy qualification requirements indicated and shall be engaged for the activities indicated.

1. Requirements of authorities having jurisdiction shall supersede requirements for specialists.

G. Testing Agency Qualifications: An NRTL, an NVLAP, or an independent agency with the experience and capability to conduct testing and inspecting indicated, as documented according to ASTM E 329 and with additional qualifications specified in individual Sections; and, where required by authorities having jurisdiction, that is acceptable to authorities.
1. NRTL: A nationally recognized testing laboratory according to 29 CFR 1910.7.
2. NVLAP: A testing agency accredited according to NIST's National Voluntary Laboratory Accreditation Program.

H. Manufacturer's Technical Representative Qualifications: An authorized representative of manufacturer who is trained and approved by manufacturer to observe and inspect installation of manufacturer's products that are similar in material, design, and extent to those indicated for this Project.

I. Factory-Authorized Service Representative Qualifications: An authorized representative of manufacturer who is trained and approved by manufacturer to inspect installation of manufacturer's products that are similar in material, design, and extent to those indicated for this Project.

J. Preconstruction Testing: Where testing agency is indicated to perform preconstruction testing for compliance with specified requirements for performance and test methods, comply with the following:

1. Contractor responsibilities include the following:

a. Provide test specimens representative of proposed products and construction.
b. Submit specimens in a timely manner with sufficient time for testing and analyzing results to prevent delaying the Work.
c. Provide sizes and configurations of test assemblies, mockups, and laboratory mockups to adequately demonstrate capability of products to comply with performance requirements.

2. Testing Agency Responsibilities: Submit a certified written report of each test, inspection, and similar quality-assurance service to Architect with copy to Contractor. Interpret tests and inspections and state in each report whether tested and inspected work complies with or deviates from the Contract Documents.

K. Mockups: Before installing portions of the Work requiring mockups, build mockups for each form of construction and finish required to comply with the following requirements, using materials indicated for the completed Work:

1. Build mockups in location and of size indicated or, if not indicated, as directed by Architect.
2. Notify Architect seven days in advance of dates and times when mockups will be constructed.
3. Employ supervisory personnel who will oversee mockup construction. Employ workers that will be employed during the construction at Project.
4. Demonstrate the proposed range of aesthetic effects and workmanship.
5. Obtain Architect's approval of mockups before starting work, fabrication, or construction.

    a. Allow seven days for initial review and each re-review of each mockup.

6. Maintain mockups during construction in an undisturbed condition as a standard for judging the completed Work.
7. Demolish and remove mockups when directed unless otherwise indicated.

L. Integrated Exterior Mockups: Construct integrated exterior mockup according to approved Shop Drawings. Coordinate installation of exterior envelope materials and products for which mockups are required in individual Specification Sections, along with supporting materials.

1.8 QUALITY CONTROL

A. Owner Responsibilities: Where quality-control services are indicated as Owner's responsibility, Owner will engage a qualified testing agency to perform these services.

1. Owner will furnish Contractor with names, addresses, and telephone numbers of testing agencies engaged and a description of types of testing and inspecting they are engaged to perform.
2. Costs for retesting and reinspecting construction that replaces or is necessitated by work that failed to comply with the Contract Documents will be charged to Contractor, and the Contract Sum will be adjusted by Change Order.

B. Contractor Responsibilities: Tests and inspections not explicitly assigned to Owner are Contractor's responsibility. Perform additional quality-control activities required to verify that the Work complies with requirements, whether specified or not.

1. Unless otherwise indicated, provide quality-control services specified and those required by authorities having jurisdiction. Perform quality-control services required of Contractor by authorities having jurisdiction, whether specified or not.
2. Where services are indicated as Contractor's responsibility, engage a qualified testing agency to perform these quality-control services.

C. Manufacturer's Field Services: Where indicated, engage a factory-authorized service representative to inspect field-assembled components and equipment installation, including service connections. Report results in writing as specified in Section 013300 "Submittal Procedures."

D. Manufacturer's Technical Services: Where indicated, engage a manufacturer's technical representative to observe and inspect the Work. Manufacturer's technical representative's services include participation in preinstallation conferences, examination of substrates and conditions, verification of materials, observation of Installer activities, inspection of completed portions of the Work, and submittal of written reports.

E. Retesting/Reinspecting: Regardless of whether original tests or inspections were Contractor's responsibility, provide quality-control services, including retesting and reinspecting, for construction that replaced Work that failed to comply with the Contract Documents.

F. Testing Agency Responsibilities: Cooperate with Architect and Contractor in performance of duties. Provide qualified personnel to perform required tests and inspections.

1. Notify Architect and Contractor promptly of irregularities or deficiencies observed in the Work during performance of its services.

G. Associated Services: Cooperate with agencies performing required tests, inspections, and similar quality-control services, and provide reasonable auxiliary services as requested. Notify agency sufficiently in advance of operations to permit assignment of personnel. Provide the following:
1. Access to the Work.
2. Incidental labor and facilities necessary to facilitate tests and inspections.
3. Adequate quantities of representative samples of materials that require testing and inspecting. Assist agency in obtaining samples.
4. Facilities for storage and field curing of test samples.
5. Delivery of samples to testing agencies.
6. Preliminary design mix proposed for use for material mixes that require control by testing agency.
7. Security and protection for samples and for testing and inspecting equipment at Project site.

H. Coordination: Coordinate sequence of activities to accommodate required quality-assurance and -control services with a minimum of delay and to avoid necessity of removing and replacing construction to accommodate testing and inspecting.
1. Schedule times for tests, inspections, obtaining samples, and similar activities.

1.9 SPECIAL TESTS AND INSPECTIONS

A. Special Tests and Inspections: Owner will engage a qualified testing agency to conduct special tests and inspections required by authorities having jurisdiction as the responsibility of Owner, and as follows:

1. Verifying that manufacturer maintains detailed fabrication and quality-control procedures and reviews the completeness and adequacy of those procedures to perform the Work.
2. Notifying Architect and Contractor promptly of irregularities and deficiencies observed in the Work during performance of its services.

3. Submitting a certified written report of each test, inspection, and similar quality-control service to Architect with copy to Contractor and to authorities having jurisdiction.
4. Submitting a final report of special tests and inspections at Substantial Completion, which includes a list of unresolved deficiencies.
5. Interpreting tests and inspections and stating in each report whether tested and inspected work complies with or deviates from the Contract Documents.
6. Retesting and reinspecting corrected work.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 TEST AND INSPECTION LOG

A. Test and Inspection Log: Prepare a record of tests and inspections. Include the following:
   1. Date test or inspection was conducted.
   2. Description of the Work tested or inspected.
   3. Date test or inspection results were transmitted to Architect.
   4. Identification of testing agency or special inspector conducting test or inspection.

B. Maintain log at Project site. Post changes and revisions as they occur. Provide access to test and inspection log for Architect's reference during normal working hours.

3.2 REPAIR AND PROTECTION

A. General: On completion of testing, inspecting, sample taking, and similar services, repair damaged construction and restore substrates and finishes.
   1. Provide materials and comply with installation requirements specified in other Specification Sections or matching existing substrates and finishes. Restore patched areas and extend restoration into adjoining areas with durable seams that are as invisible as possible. Comply with the Contract Document requirements for cutting and patching in Section 017300 "Execution."

B. Protect construction exposed by or for quality-control service activities.

C. Repair and protection are Contractor's responsibility, regardless of the assignment of responsibility for quality-control services.

END OF SECTION

SECTION 014200 - REFERENCES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 DEFINITIONS

A. General: Basic Contract definitions are included in the Conditions of the Contract.

B. "Approved": When used to convey Architect's action on Contractor's submittals, applications, and requests, "approved" is limited to Architect's duties and responsibilities as stated in the Conditions of the Contract.

C. "Directed": A command or instruction by Architect. Other terms including "requested," "authorized," "selected," "required," and "permitted" have the same meaning as "directed."

D. "Indicated": Requirements expressed by graphic representations or in written form on Drawings, in Specifications, and in other Contract Documents. Other terms including "shown," "noted," "scheduled," and "specified" have the same meaning as "indicated."

E. "Regulations": Laws, ordinances, statutes, and lawful orders issued by authorities having jurisdiction, and rules, conventions, and agreements within the construction industry that control performance of the Work.

F. "Furnish": Supply and deliver to Project site, ready for unloading, unpacking, assembly, installation, and similar operations.

G. "Install": Unload, temporarily store, unpack, assemble, erect, place, anchor, apply, work to dimension, finish, cure, protect, clean, and similar operations at Project site.

H. "Provide": Furnish and install, complete and ready for the intended use.

I. "Project Site": Space available for performing construction activities. The extent of Project site is shown on Drawings and may or may not be identical with the description of the land on which Project is to be built.

1.3 INDUSTRY STANDARDS

A. Applicability of Standards: Unless the Contract Documents include more stringent requirements, applicable construction industry standards have the same force and effect as if bound or copied directly into the Contract Documents to the extent referenced. Such standards are made a part of the Contract Documents by reference.

B. Publication Dates: Comply with standards in effect as of date of the Contract Documents unless otherwise indicated.

C. Copies of Standards: Each entity engaged in construction on Project should be familiar with industry standards applicable to its construction activity. Copies of applicable standards are not bound with the Contract Documents.
   1. Where copies of standards are needed to perform a required construction activity, obtain copies directly from publication source.

1.4 ABBREVIATIONS AND ACRONYMS

A. Industry Organizations: Where abbreviations and acronyms are used in Specifications or other Contract Documents, they shall mean the recognized name of the entities indicated in Gale's "Encyclopedia of Associations: National Organizations of the U.S." or in Columbia Books' "National Trade & Professional Associations of the United States."

B. Code Agencies: Where abbreviations and acronyms are used in Specifications or other Contract Documents, they shall mean the recognized name of the entities in the following list. This information is believed to be accurate as of the date of the Contract Documents.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION

SECTION 015000 - TEMPORARY FACILITIES AND CONTROLS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

A. Section includes requirements for temporary utilities, support facilities, and security and protection facilities.

B. Related Requirements:

1. Section 011000 "Summary" for work restrictions and limitations on utility interruptions.
2. Section 321313 "Concrete Paving" for construction and maintenance of cement concrete pavement for temporary roads and paved areas.

1.3 USE CHARGES

A. General: Installation and removal of and use charges for temporary facilities shall be included in the Contract Sum unless otherwise indicated. Allow other entities to use temporary services and facilities without cost, including, but not limited to, Architect, testing agencies, and authorities having jurisdiction.

B. Water Service: Pay water-service use charges for water used by all entities for construction operations.

C. Electric Power Service: Pay electric-power-service use charges for electricity used by all entities for construction operations.

1.4 INFORMATIONAL SUBMITTALS

A. Site Plan: Show temporary facilities, utility hookups, staging areas, and parking areas for construction personnel.

B. Erosion- and Sedimentation-Control Plan: Show compliance with requirements of EPA Construction General Permit or authorities having jurisdiction, whichever is more stringent.

1.5 QUALITY ASSURANCE

A. Electric Service: Comply with NECA, NEMA, and UL standards and regulations for temporary electric service. Install service to comply with NFPA 70.

B. Tests and Inspections: Arrange for authorities having jurisdiction to test and inspect each temporary utility before use. Obtain required certifications and permits.

1.6 PROJECT CONDITIONS

A. Temporary Use of Permanent Facilities: Engage Installer of each permanent service to assume responsibility for operation, maintenance, and protection of each permanent service during its use as a construction facility before Owner's acceptance, regardless of previously assigned responsibilities.

PART 2 - PRODUCTS

2.1 MATERIALS

A. Chain-Link Fencing: Minimum 2-inch, 0.148-inch- thick, galvanized-steel, chain-link fabric fencing; minimum 6 feet high with galvanized-steel pipe posts; minimum 2-3/8-inch- OD line posts and 2-7/8-inch- OD corner and pull posts, with 1-5/8-inch- OD top rails.

B. Portable Chain-Link Fencing: Minimum 2-inch, 0.148-inch- thick, galvanized-steel, chain-link fabric fencing; minimum 6 feet high with galvanized-steel pipe posts; minimum 2-3/8-inch- OD line posts and 2-7/8-inch- OD corner and pull posts, with 1-5/8-inch- OD top and bottom rails. Provide galvanized-steel bases for supporting posts.

C. Polyethylene Sheet: Reinforced, fire-resistive sheet, 10-mil minimum thickness, with flame-spread rating of 15 or less per ASTM E 84 and passing NFPA 701 Test Method 2.

2.2 TEMPORARY FACILITIES

A. Storage and Fabrication Sheds: Provide sheds sized, furnished, and equipped to accommodate materials and equipment for construction operations.

1. Store combustible materials apart from building.

2.3 EQUIPMENT

A. Fire Extinguishers: Portable, UL rated; with class and extinguishing agent as required by locations and classes of fire exposures.

PART 3 - EXECUTION

3.1 INSTALLATION, GENERAL

A. Locate facilities where they will serve Project adequately and result in minimum interference with performance of the Work. Relocate and modify facilities as required by progress of the Work.

1. Locate facilities to limit site disturbance as specified in Section 011000 "Summary."

B. Provide each facility ready for use when needed to avoid delay. Do not remove until facilities are no longer needed or are replaced by authorized use of completed permanent facilities.

3.2 TEMPORARY UTILITY INSTALLATION

A. General: Install temporary service or connect to existing service.

1. Arrange with utility company, Owner, and existing users for time when service can be interrupted, if necessary, to make connections for temporary services.

B. Sewers and Drainage: Provide temporary utilities to remove effluent lawfully.

1. Connect temporary sewers to municipal system as directed by authorities having jurisdiction.
2. The relocation of the Sanitary line will require a down time for final connection. Contractor shall minimize this time period to not disrupt services more than necessary

a. Contractor shall provide overland pumping of Sanitary during this time period. Operations and system will be capable of meeting load requirements with safety factor as deemed appropriate.
b. Contractor shall provide full generator backup, and have an emergency power source available as a second backup if required.
c. Contractor shall provide 24/7 in person on site oversight during this period.

C. Sanitary Facilities: Provide temporary toilets, wash facilities, and drinking water for use of construction personnel. Comply with requirements of authorities having jurisdiction for type, number, location, operation, and maintenance of fixtures and facilities.

D. Electric Power Service: Provide electric power service and distribution system of sufficient size, capacity, and power characteristics required for construction operations.

3.3 SUPPORT FACILITIES INSTALLATION

A. General: Comply with the following:

1. Provide construction for temporary offices, shops, and sheds located within construction area or within 30 feet of building lines that is noncombustible according to ASTM E 136. Comply with NFPA 241.

B. Temporary Roads and Paved Areas: Construct and maintain temporary roads and paved areas adequate for construction operations. Locate temporary roads and paved areas within construction limits indicated on Drawings.

1. Provide dust-control treatment that is nonpolluting and nontracking. Reapply treatment as required to minimize dust.

C. Temporary Use of Permanent Roads and Paved Areas: Locate temporary roads and paved areas in same location as permanent roads and paved areas. Construct and maintain temporary roads and paved areas adequate for construction operations. Extend temporary roads and paved areas, within construction limits indicated, as necessary for construction operations.

D. Traffic Controls: Comply with requirements of authorities having jurisdiction.

1. Protect existing site improvements to remain including curbs, pavement, and utilities.
2. Maintain access for fire-fighting equipment and access to fire hydrants.

E. Parking: Use designated areas of Owner's existing parking areas for construction personnel.

F. Dewatering Facilities and Drains: Comply with requirements of authorities having jurisdiction. Maintain Project site, excavations, and construction free of water.

1. Dispose of rainwater in a lawful manner that will not result in flooding Project or adjoining properties or endanger permanent Work or temporary facilities.

G. Project Signs: Provide Project signs as indicated. Unauthorized signs are not permitted.

1. Temporary Signs: Provide other signs as indicated and as required to inform public and individuals seeking entrance to Project.

a. Provide temporary, directional signs for construction personnel and visitors.

H. Waste Disposal Facilities: Provide waste-collection containers in sizes adequate to handle waste from construction operations. Comply with requirements of authorities having jurisdiction. Comply with progress cleaning requirements in Section 017300 "Execution."

I. Lifts and Hoists: Provide facilities necessary for hoisting materials and personnel.

1. Truck cranes and similar devices used for hoisting materials are considered "tools and equipment" and not temporary facilities.

3.4 SECURITY AND PROTECTION FACILITIES INSTALLATION

A. Protection of Existing Facilities: Protect existing vegetation, equipment, structures, utilities, and other improvements at Project site and on adjacent properties, except those indicated to be removed or altered. Repair damage to existing facilities.

B. Environmental Protection: Provide protection, operate temporary facilities, and conduct construction as required to comply with environmental regulations and that minimize possible air, waterway, and subsoil contamination or pollution or other undesirable effects.

1. Comply with work restrictions specified in Section 011000 "Summary."

C. Stormwater Control: Comply with requirements of authorities having jurisdiction. Provide barriers in and around excavations and subgrade construction to prevent flooding by runoff of stormwater from heavy rains.

D. Tree and Plant Protection: Comply with requirements specified in Section 015639 "Temporary Tree and Plant Protection."

E. Site Enclosure Fence: Prior to commencing earthwork, furnish and install site enclosure fence in a manner that will prevent people and animals from easily entering site except by entrance gates.

1. Maintain security by limiting number of keys and restricting distribution to authorized personnel. Furnish one set of keys to Owner.

F. Temporary Egress: Maintain temporary egress from existing occupied facilities as indicated and as required by authorities having jurisdiction.

3.5 OPERATION, TERMINATION, AND REMOVAL

A. Supervision: Enforce strict discipline in use of temporary facilities. To minimize waste and abuse, limit availability of temporary facilities to essential and intended uses.

B. Maintenance: Maintain facilities in good operating condition until removal.

C. Termination and Removal: Remove each temporary facility when need for its service has ended, when it has been replaced by authorized use of a permanent facility, or no later than Substantial Completion. Complete or, if necessary, restore permanent construction that may have been delayed because of interference with temporary facility. Repair damaged Work, clean exposed surfaces, and replace construction that cannot be satisfactorily repaired.

1. Materials and facilities that constitute temporary facilities are property of Contractor. Owner reserves right to take possession of Project identification signs.
2. Remove temporary roads and paved areas not intended for or acceptable for integration into permanent construction. Where area is intended for landscape development, remove soil and aggregate fill that do not comply with requirements for fill or subsoil. Remove materials contaminated with road oil, asphalt and other petrochemical compounds, and other substances that might impair growth of plant materials or lawns. Repair or replace street paving, curbs, and sidewalks at temporary entrances, as required by authorities having jurisdiction.
3. At Substantial Completion, repair, renovate, and clean permanent facilities used during construction period. Comply with final cleaning requirements specified in Section 017700 "Closeout Procedures."

END OF SECTION

SECTION 015639 - TEMPORARY TREE AND PLANT PROTECTION

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

A. Section includes general protection and pruning of existing trees and plants that interfere with, or are affected by, execution of the Work, whether temporary or permanent construction.

B. Related Sections:

1. Division 01 Section "Temporary Facilities and Controls" for temporary tree protection.
2. Division 31 Section "Site Clearing" for removal of existing trees, shrubs, and other plantings affected by new construction.

1.3 DEFINITIONS

A. Caliper: Diameter of a trunk measured by a caliper device or diameter tape, at breast height (54 inches) above the ground, or as defined by the local municipality.

B. Plant-Protection Zone: Area surrounding individual trees, groups of trees, shrubs, or other vegetation to be protected during construction, and indicated on Drawings.

C. Tree-Protection Zone: Area surrounding individual trees or groups of trees to be protected during construction, as indicated on Drawings, and defined by the drip line of individual trees or the distance from the trunk equal to 1 foot for every inch of diameter.

D. Vegetation: Trees, shrubs, groundcovers, grass, and other plants.

1.4 SUBMITTALS

A. Product Data: For each type of product indicated.

B. Samples for Verification: For each type of the following:

1. Organic Mulch: 1-quart volume of organic mulch; in sealed plastic bags labeled with composition of materials by percentage of weight and source of mulch.
2. Protection-Zone Fencing: Assembled Samples of manufacturer's standard size made from full-size components.

3. Protection-Zone Signage: Full-size Samples of each size and text, ready for installation.

C. Tree Pruning Schedule: Written schedule from Arborist detailing scope and extent of pruning of trees to remain that interfere with or are affected by construction.

1. Species and size of tree.
2. Location on site plan. Include unique identifier for each.
3. Reason for pruning.
4. Description of pruning to be performed.
5. Description of maintenance following pruning.

D. Qualification Data: For qualified certified Arborist and tree service firm.

E. Certification: From certified Arborist, certifying that trees indicated to remain have been protected during construction per recognized standards and that trees were promptly and properly treated and repaired when damaged.

F. Maintenance Recommendations: From certified Arborist, for care and protection of trees affected by construction during and after completing the Work.

G. Existing Conditions: Documentation of existing trees and plantings indicated to remain and to be relocated, which establishes preconstruction conditions that might be misconstrued as damage caused by construction activities.

1. Use sufficiently detailed photographs or videotape.
2. Include plans and notations to indicate specific wounds and damage conditions of each tree or other plants designated to remain.

1.5 QUALITY ASSURANCE

A. Arborist Qualifications: Arborist as certified by International Society of Arboriculture (ISA); and Licensed Arborist in jurisdiction where Project is located.

B. Tree Service Firm Qualifications: An experienced tree service firm that has successfully completed temporary tree and plant protection, relocation and trimming work similar to that required for this Project and that will assign an experienced, qualified certified Arborist to Project site during execution of the Work.

C. Tree Pruning Standards: Comply with ANSI A300, "Trees, Shrubs, and Other Woody Plant Maintenance - Standard Practices," unless more stringent requirements are indicated.

D. Preinstallation Conference: Conduct conference at project site with representatives of authorities having jurisdiction, Owner, and other concerned entities.

1. Review methods and procedures related to temporary tree and plant protection including, but not limited to, the following:

a. Construction schedule. Verify availability of materials, personnel, and equipment needed to make progress and avoid delays.

b. Submittal requirements.
c. Enforcing requirements for protection zones.
d. Arborist's responsibilities.
e. Field quality control.

2. Record minutes and distribute copies to participants and those affected by decisions made.

1.6 PROJECT CONDITIONS

A. The following practices are prohibited within protection zones:

1. Storage of construction materials, debris, or excavated material.
2. Parking vehicles or equipment.
3. Foot traffic.
4. Erection of sheds or structures.
5. Impoundment of water.
6. Excavation or other digging unless otherwise indicated.
7. Attachment of signs to or wrapping materials around trees or plants unless otherwise indicated.

B. Do not direct vehicle or equipment exhaust toward protection zones.

C. Prohibit heat sources, flames, ignition sources, and smoking within or near protection zones and organic mulch.

PART 2 - PRODUCTS

2.1 MATERIALS

A. Topsoil: Natural or cultivated top layer of the soil profile or manufactured topsoil; containing organic matter and sand, silt, and clay particles; friable, pervious, and black or a darker shade of brown, gray, or red than underlying subsoil; reasonably free of subsoil, clay lumps, gravel, and other objects more than 1 inch in diameter; and free of weeds, roots, and toxic and other nonsoil materials.

1. Obtain topsoil only from well-drained sites where topsoil is 4 inches deep or more; do not obtain from bogs or marshes.

B. Topsoil: Topsoil for landscape operations shall be obtained from the stripping of on-site topsoil, possibly supplemented with material imported from off-site. Verify suitability of soil to produce topsoil meeting requirements and amend. Supplement with imported topsoil when quantities are insufficient. Imported topsoil shall be obtained from a naturally, well-drained, arable site where topsoil occurs at least 4 inches deep; do not obtain from bogs or marshes. Imported or manufactured topsoil to comply with ASTM D 5268 and conform to requirements outlined in Division 32 Section “Plants”.

C. Organic Mulch: Free from deleterious materials and suitable as a top dressing for trees and shrubs, consisting of the following:

1. Type: Shredded hardwood
2. Depth: 3 inches maximum.
3. Color: Natural.

D. Protection-Zone Fencing: Fencing fixed in position and meeting one of the following requirements.

1. Chain-Link Protection-Zone Fencing: Galvanized-steel fencing fabricated from minimum 2-inch opening, 0.148-inch-diameter wire chain-link fabric; with pipe posts, minimum 2-3/8-inch-OD line posts, and 2-7/8-inch-OD corner and pull posts; with 1-5/8-inch-OD top rails and 0.177-inch-diameter bottom tension wire; with tie wires, hog ring ties, and other accessories for a complete fence system. Post spacing to be a maximum of 6’ o.c.

   a. Height: 4 feet

2. Wooden Protection-Zone Fencing: Slat fencing secured to metal posts with a minimum of four (4) wire ties. Post spacing to be a maximum of 6’ o.c.

   a. Height: 4 feet

3. Plastic Protection-Zone Fencing: Plastic fencing constructed of high-density extruded and stretched polyethylene fabric with 2-inch maximum opening in pattern and weighing a minimum of 0.4 lb/ft; remaining flexible from minus 60 to plus 200 deg F; inert to most chemicals and acids; minimum tensile strength of 2000 psi and ultimate tensile strength of 2680 psi. Secure with plastic bands or galvanized-steel or stainless-steel wire ties; and support by tubular or T-shape galvanized steel posts spaced not more than 6 feet apart.

   a. Height:4 feet
   b. Color: High-visibility orange, nonfading.

E. Protection-Zone Signage: Shop-fabricated, rigid plastic or metal sheet with attachment holes pre-punched and reinforced; legibly printed with nonfading lettering and as follows:

1. Size and Text: Min. 8 1/2"x11" sign including the following language: "Warning - Tree Protection Zone; This fencing shall not be removed without Arborist approval (*phone number*)." Text may be modified to reflect specific site conditions and municipal requirements.
2. Lettering: Size to be appropriate for sign size. Black characters on white background.

F. Drainage Fill: Selected crushed stone, or crushed or uncrushed gravel, non-limestone, washed, ASTM D 448, Size 24, with 90 to 100 percent passing a 2-1/2-inch sieve and not more than 10 percent passing a ¾-inch sieve.

G. Filter Fabric: Manufacturer’s standard, nonwoven, pervious, geotextile fabric of polypropylene, nylon, or polyester fibers.

PART 3 - EXECUTION

3.1 EXAMINATION

A. The Contractor is responsible for ensuring protection of all landscaped areas within the scope of work, including adjacent areas that may be impacted including access and egress routes. Existing landscaping including trees, shrubs, lawns, planting beds, etc. shall be adequately protected by the Contractor to avoid destruction and/or damage because of operations by the Contractor.

B. Erosion and Sedimentation Control: Examine the site to verify that temporary erosion- and sedimentation-control measures are in place. Verify that flows of water redirected from construction areas or generated by construction activity do not enter or cross protection zones.

C. For the record, prepare written report, endorsed by Arborist, listing conditions detrimental to tree and plant protection.

3.2 PREPARATION

A. Locate and clearly identify trees, shrubs, and other vegetation to remain or to be relocated. Flag each tree trunk at 54 inches above the ground.

B. Protect tree root systems from damage caused by runoff or spillage of noxious materials while mixing, placing, or storing construction materials. Protect root systems from ponding, eroding, or excessive wetting caused by dewatering operations. Protect root systems from damage from compaction of the soil by heavy machinery, loading, unloading, or temporary storage of construction or excavated materials.

C. Do not permit vehicles or foot traffic within tree protection zones; prevent soil compaction over root systems.

D. Tree-Protection Zones: Mulch areas inside tree-protection zones (unless existing turf is present) and other areas indicated.

1. Apply 3-inch average thickness of organic mulch. Do not place mulch against trunks or stems

3.3 TREE- AND PLANT-PROTECTION ZONES

A. Protection-Zone Fencing: Install fencing along edges of protection zones as indicated on documents, directed by Arborist, or outside the drip line of trees before materials or equipment are brought on the site and construction operations begin in a manner that will prevent people and animals from easily entering protected area. Fencing shall provide protection against unnecessary cutting, breaking or skinning of roots and skinning or bruising of bark. Construct fencing so as not to obstruct safe passage or visibility at vehicle intersections where fencing is located adjacent to pedestrian walkways or near street intersections, drives, or other vehicular circulation.

1. Chain-Link Fencing: Install to comply with ASTM F 567 and with manufacturer's written instructions.
2. Posts: Set or drive posts into ground one-third the total height of the fence without concrete footings. Where a post is located on existing paving or concrete to remain, provide appropriate means of post support acceptable to Owner.

B. Protection-Zone Signage: Install protection-zone signage in visibly prominent locations in a manner approved by Owner.

C. Maintain protection zones free of weeds and trash.

D. Water trees and plant materials to remain within limits of contract work as required to maintain their health during construction operations.

E. Repair or replace trees, shrubs, and other vegetation indicated to remain or be relocated that are damaged by construction operations, in a manner approved by Owner.

F. Maintain protection-zone fencing in good condition as acceptable to Owner and remove when construction operations are complete, and equipment has been removed from the site.

1. Do not remove protection-zone fencing, even temporarily, to allow deliveries or equipment access through the protection zone.
2. Temporary access is permitted subject to preapproval in writing by Arborist if a root buffer effective against soil compaction is constructed as directed by Arborist. Maintain root buffer so long as access is permitted.

3.4 EXCAVATION

A. General: Install shoring or other protective support systems to minimize sloping or benching of excavations. Excavate at edge of protection zones and for trenches indicated within protection zones per requirements in Division 31 Section "Earth Moving." Do not excavate within tree protection zones, unless otherwise indicated and approved.

B. Trenching near Trees: Where excavation or utility trenches are required within protection zones, hand excavate under or around tree roots or tunnel under the roots by drilling, auger boring, or pipe jacking, under direct supervision of Arborist. Perform trenching radially away from trunk if feasible. Do not cut main lateral tree roots or taproots; cut only smaller roots that interfere with installation of utilities. Cut roots as required for root pruning.

C. Redirect roots in backfill areas where possible. If encountering large, main lateral roots, expose roots beyond excavation limits as required to bend and redirect them without breaking. Use narrow-tine spading forks and comb soil to expose roots. If encountered immediately adjacent to location of new construction and redirection is not practical, cut roots approximately 3 inches back from new construction and as required for root pruning.

D. Do not allow exposed roots to dry out before placing permanent backfill. Provide temporary earth cover or pack with peat moss and wrap with burlap. Water and maintain in a moist

condition. Temporarily support and protect roots from damage until they are permanently relocated and covered with soil.

3.5 ROOT PRUNING

A. Arborist to prune roots that are affected by temporary and permanent construction. Do not cut main lateral roots or taproots; cut only smaller roots that interfere with installation of utilities. Prune roots as follows:

1. Cut roots manually by digging a trench and cutting exposed roots with sharp pruning instruments; do not break, tear, chop, or slant the cuts. Do not use a backhoe or other equipment that rips, tears, or pulls roots.
2. Cut Ends: Do not paint cut root ends. Coat cut ends of roots more than 1-1/2 inches in diameter with a coating formulated for use on damaged plant tissues and that is acceptable to Arborist.
3. Temporarily support and protect roots from damage until they are permanently redirected and covered with soil.
4. Cover exposed roots with burlap and water regularly.
5. Backfill as soon as possible per requirements in Division 31 Section "Earth Moving."

B. Root Pruning at Edge of Protection Zone: Before grading, excavation or trenching for project work adjacent to tree protection zones, trees shall be root pruned. Prune roots 12 inches outside of the protection zone, to a depth of 24”by cleanly cutting all roots to the depth of the required excavation.

C. Root Pruning within Protection Zone: Clear and excavate by hand to the depth of the required excavation to minimize damage to root systems. Use narrow-tine spading forks, comb soil to expose roots, and cleanly cut roots as close to excavation as possible.

3.6 CROWN PRUNING

A. Prune branches that are affected by temporary and permanent construction. Certified Arborist to prune branches as follows:

1. Prune trees to remain to compensate for root loss caused by damaging or cutting root system. Provide subsequent maintenance during Contract period as recommended by Arborist.
2. Pruning Standards: Prune trees per ANSI A300 (Part 1), ANSI Z133.1 and the following:

    a. Type of Pruning: Cleaning, Thinning, Raising and /or Reduction.

3. Cut branches with sharp pruning instruments; do not break or chop.
4. Do not apply pruning paint to wounds.

B. Chip removed branches and dispose of off-site.

3.7 REGRADING

A. Lowering Grade: Where new finish grade is indicated below existing grade around trees, slope grade beyond the protection zone. Maintain existing grades within the protection zone.

B. Lowering Grade within Protection Zone: Where new finish grade is indicated below existing grade around trees, slope grade away from trees as recommended by Arborist unless otherwise indicated.

1. Root Pruning: All root pruning shall be performed by a certified Arborist. Prune tree roots exposed by lowering the grade. Do not cut main lateral roots or taproots; cut only smaller roots. Cut roots with sharp pruning instruments; do not break or chop.

C. Raising Grade: Where new finish grade is indicated above existing grade around trees, slope grade beyond the protection zone. Maintain existing grades within the protection zone.

D. Minor Fill within Protection Zone: Where existing grade is 3 inches or less below elevation of finish grade, fill with topsoil. Place topsoil in a single uncompacted layer and hand grade to required finish elevations.

E. Moderate Fill within Protection Zone: Where existing grade is more than 3 inches but less than 12 inches below elevation of finish grade, place drainage fill, filter fabric, and topsoil on existing grade as follows:

1. Carefully place drainage fill against tree trunk approximately 2 inches above elevation of finish grade and extend not less than 18 inches from tree trunk on all sides. For balance of area within drip-line perimeter, place drainage fill up to 6 inches below elevation of grade.
2. Place filter fabric with edges overlapping 6 inches minimum.
3. Place fill layer of topsoil to finish grade. Do not compact drainage fill or topsoil. Hand grade to required finish elevations.

3.8 TREE REMOVALS

A. Trees to be removed from project areas not within tree protection zones must be felled and removed in such a way as to avoid damage to tree(s), understory and landscaping to remain, and adjacent structures and properties.
1. Tree(s) to be removed which have branches extending into the canopy of tree(s) to remain must be removed in a manner that causes no damage to the branches, limbs, trunk or bark of tree(s) and understory to remain.

B. Trees shall be cut near the ground level and the stump ground out to the anticipated depth of subgrade for anticipated improvement in the area, or as otherwise specified.

3.9 FIELD QUALITY CONTROL

A. Inspections: Engage a qualified Arborist to direct plant-protection measures near trees, shrubs, and other vegetation indicated to remain and to prepare inspection reports. At substantial completion, the Contractor shall engage the certified Arborist to verify condition of trees indicated to remain as compared to the original certification.

3.10 REPAIR AND REPLACEMENT

A. General: Repair or replace trees, shrubs, and other vegetation indicated to remain or be relocated that are damaged by construction operations, in a manner approved by Owner. Damage or injury includes, but is not limited to breakage, gouging, stripping, skinning, inappropriate pruning or cutting to bark, limbs, branches, trunks and/or roots, and/or compaction, dumping or flooding of roots or root zones.

1. Submit details of proposed root cutting and tree and shrub repairs.
2. Have Arborist perform the root cutting, branch pruning, and damage repair of trees and shrubs.
3. Treat damaged trunks, limbs, and roots per Arborist's written instructions.
4. Perform repairs within 24 hours.
5. Replace vegetation that cannot be repaired and restored to a normal growth pattern and full-growth status, as determined by municipal requirements and the Arborist, and approved by the Owner.

B. Trees: Remove and replace trees indicated to remain that die, are more than 25 percent dead, in an unhealthy condition or are damaged during construction operations.

1. Provide new replacement trees equal to total caliper inches of damaged or dead material, or as required by municipal Ordinance, and in a manner acceptable to Owner.

    a. Species: Species selected by Owner

2. Plant and maintain new trees as specified in Division 32 Section "Plants."

C. Soil Aeration: Where directed by Owner, aerate surface soil compacted during construction. Aerate 10 feet beyond drip line and no closer than 36 inches to tree trunk. Drill 2-inch-diameter holes a minimum of 12 inches deep at 24 inches o.c. Backfill holes with an equal mix of augured soil and sand.

3.11 DISPOSAL OF SURPLUS AND WASTE MATERIALS

A. Disposal: Remove excess excavated material, displaced trees, excess chips, trash and debris, and legally dispose of them off Owner's property. Burning is not permitted.

END OF SECTION 015639

SECTION 016000 - PRODUCT REQUIREMENTS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

A. Section includes administrative and procedural requirements for selection of products for use in Project; product delivery, storage, and handling; manufacturers' standard warranties on products; special warranties; and comparable products.

B. Related Requirements:

1. Section 012300 "Alternates" for products selected under an alternate.
2. Section 012500 "Substitution Procedures" for requests for substitutions.
3. Section 014200 "References" for applicable industry standards for products specified.

1.3 DEFINITIONS

A. Products: Items obtained for incorporating into the Work, whether purchased for Project or taken from previously purchased stock. The term "product" includes the terms "material," "equipment," "system," and terms of similar intent.

1. Named Products: Items identified by manufacturer's product name, including make or model number or other designation shown or listed in manufacturer's published product literature, that is current as of date of the Contract Documents.
2. New Products: Items that have not previously been incorporated into another project or facility. Products salvaged or recycled from other projects are not considered new products.
3. Comparable Product: Product that is demonstrated and approved through submittal process to have the indicated qualities related to type, function, dimension, in-service performance, physical properties, appearance, and other characteristics that equal or exceed those of specified product.

B. Basis-of-Design Product Specification: A specification in which a specific manufacturer's product is named and accompanied by the words "basis-of-design product," including make or model number or other designation, to establish the significant qualities related to type, function, dimension, in-service performance, physical properties, appearance, and other characteristics for purposes of evaluating comparable products of additional manufacturers named in the specification.

1.4 ACTION SUBMITTALS

A. Comparable Product Requests: Submit request for consideration of each comparable product. Identify product or fabrication or installation method to be replaced. Include Specification Section number and title and Drawing numbers and titles.

1. Architect's Action: If necessary, Architect will request additional information or documentation for evaluation within one week of receipt of a comparable product request. Architect will notify Contractor of approval or rejection of proposed comparable product request within 15 days of receipt of request, or seven days of receipt of additional information or documentation, whichever is later.

    a. Form of Approval: As specified in Section 013300 "Submittal Procedures."
    b. Use product specified if Architect does not issue a decision on use of a comparable product request within time allocated.

B. Basis-of-Design Product Specification Submittal: Comply with requirements in Section 013300 "Submittal Procedures." Show compliance with requirements.

1.5 QUALITY ASSURANCE

A. Compatibility of Options: If Contractor is given option of selecting between two or more products for use on Project, select product compatible with products previously selected, even if previously selected products were also options.

1. Each contractor is responsible for providing products and construction methods compatible with products and construction methods of other contractors.
2. If a dispute arises between contractors over concurrently selectable but incompatible products, Architect will determine which products shall be used.

1.6 PRODUCT DELIVERY, STORAGE, AND HANDLING

A. Deliver, store, and handle products using means and methods that will prevent damage, deterioration, and loss, including theft and vandalism. Comply with manufacturer's written instructions.

B. Delivery and Handling:

1. Schedule delivery to minimize long-term storage at Project site and to prevent overcrowding of construction spaces.
2. Coordinate delivery with installation time to ensure minimum holding time for items that are flammable, hazardous, easily damaged, or sensitive to deterioration, theft, and other losses.
3. Deliver products to Project site in an undamaged condition in manufacturer's original sealed container or other packaging system, complete with labels and instructions for handling, storing, unpacking, protecting, and installing.

4. Inspect products on delivery to determine compliance with the Contract Documents and to determine that products are undamaged and properly protected.

C. Storage:

1. Store products to allow for inspection and measurement of quantity or counting of units.
2. Store materials in a manner that will not endanger Project structure.
3. Store products that are subject to damage by the elements, under cover in a weathertight enclosure above ground, with ventilation adequate to prevent condensation.
4. Protect foam plastic from exposure to sunlight, except to extent necessary for period of installation and concealment.
5. Comply with product manufacturer's written instructions for temperature, humidity, ventilation, and weather-protection requirements for storage.
6. Protect stored products from damage and liquids from freezing.

1.7 PRODUCT WARRANTIES

A. Warranties specified in other Sections shall be in addition to, and run concurrent with, other warranties required by the Contract Documents. Manufacturer's disclaimers and limitations on product warranties do not relieve Contractor of obligations under requirements of the Contract Documents.

1. Manufacturer's Warranty: Written warranty furnished by individual manufacturer for a particular product and specifically endorsed by manufacturer to Owner.
2. Special Warranty: Written warranty required by the Contract Documents to provide specific rights for Owner.

B. Special Warranties: Prepare a written document that contains appropriate terms and identification, ready for execution.

1. Manufacturer's Standard Form: Modified to include Project-specific information and properly executed.
2. Specified Form: When specified forms are included with the Specifications, prepare a written document using indicated form properly executed.
3. See other Sections for specific content requirements and particular requirements for submitting special warranties.

C. Submittal Time: Comply with requirements in Section 017700 "Closeout Procedures."

PART 2 - PRODUCTS

2.1 PRODUCT SELECTION PROCEDURES

A. General Product Requirements: Provide products that comply with the Contract Documents, are undamaged and, unless otherwise indicated, are new at time of installation.

1. Provide products complete with accessories, trim, finish, fasteners, and other items needed for a complete installation and indicated use and effect.
2. Standard Products: If available, and unless custom products or nonstandard options are specified, provide standard products of types that have been produced and used successfully in similar situations on other projects.
3. Owner reserves the right to limit selection to products with warranties not in conflict with requirements of the Contract Documents.
4. Where products are accompanied by the term "as selected," Architect will make selection.
5. Descriptive, performance, and reference standard requirements in the Specifications establish salient characteristics of products.
6. Or Equal: For products specified by name and accompanied by the term "or equal," or "or approved equal," or "or approved," comply with requirements in "Comparable Products" Article to obtain approval for use of an unnamed product.

B. Product Selection Procedures:

1. Manufacturer/Source: Where Specifications name a single manufacturer or source, provide a product by the named manufacturer or source that complies with requirements. Comparable products or substitutions for Contractor's convenience will not be considered.
2. Products:

    a. Restricted List: Where Specifications include a list of names of both manufacturers and products, provide one of the products listed that complies with requirements. Comparable products or substitutions for Contractor's convenience will not be considered[unless otherwise indicated].
    b. Nonrestricted List: Where Specifications include a list of names of both available manufacturers and products, provide one of the products listed, or an unnamed product, that complies with requirements. Comply with requirements in "Comparable Products" Article for consideration of an unnamed product.

3. Manufacturers:

a. Restricted List: Where Specifications include a list of manufacturers' names, provide a product by one of the manufacturers listed that complies with requirements. Comparable products or substitutions for Contractor's convenience will not be considered.

4. Basis-of-Design Product: Where Specifications name a product, or refer to a product indicated on Drawings, and include a list of manufacturers, provide the specified or indicated product or a comparable product by one of the other named manufacturers. Drawings and Specifications indicate sizes, profiles, dimensions, and other characteristics that are based on the product named. Comply with requirements in "Comparable Products" Article for consideration of an unnamed product by one of the other named manufacturers.

C. Visual Matching Specification: Where Specifications require "match Architect's sample", provide a product that complies with requirements and matches Architect's sample. Architect's decision will be final on whether a proposed product matches.

1. If no product available within specified category matches and complies with other specified requirements, comply with requirements in Section 012500 "Substitution Procedures" for proposal of product.

D. Visual Selection Specification: Where Specifications include the phrase "as selected by Architect from manufacturer's full range" or similar phrase, select a product that complies with requirements. Architect will select color, gloss, pattern, density, or texture from manufacturer's product line that includes both standard and premium items.

2.2 COMPARABLE PRODUCTS

A. Conditions for Consideration: Architect will consider Contractor's request for comparable product when the following conditions are satisfied. If the following conditions are not satisfied, Architect may return requests without action, except to record noncompliance with these requirements:

1. Evidence that the proposed product does not require revisions to the Contract Documents, that it is consistent with the Contract Documents and will produce the indicated results, and that it is compatible with other portions of the Work.
2. Detailed comparison of significant qualities of proposed product with those named in the Specifications. Significant qualities include attributes such as performance, weight, size, durability, visual effect, and specific features and requirements indicated.
3. Evidence that proposed product provides specified warranty.
4. List of similar installations for completed projects with project names and addresses and names and addresses of architects and owners, if requested.
5. Samples, if requested.

PART 3 - EXECUTION (Not Used)

END OF SECTION

SECTION 017300 - EXECUTION

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

A. Section includes general administrative and procedural requirements governing execution of the Work including, but not limited to, the following:

1. Construction layout.
2. Field engineering and surveying.
3. Installation of the Work.
4. Coordination of Owner-installed products.
5. Progress cleaning.
6. Starting and adjusting.
7. Protection of installed construction.

B. Related Requirements:

1. Section 011000 "Summary" for limits on use of Project site.
2. Section 017700 "Closeout Procedures" for submitting final property survey with Project Record Documents, recording of Owner-accepted deviations from indicated lines and levels, and final cleaning.

1.3 DEFINITIONS

A. Cutting: Removal of in-place construction necessary to permit installation or performance of other work.

B. Patching: Fitting and repair work required to restore construction to original conditions after installation of other work.

1.4 INFORMATIONAL SUBMITTALS

A. Qualification Data: For land surveyor.

B. Certified Surveys: Submit twocopies signed by land surveyor.

C. Final Property Survey: Submit 10 copies showing the Work performed and record survey data.

1.5 QUALITY ASSURANCE

A. Land Surveyor Qualifications: A professional land surveyor who is legally qualified to practice in jurisdiction where Project is located and who is experienced in providing land-surveying services of the kind indicated.

B. Cutting and Patching: Comply with requirements for and limitations on cutting and patching of construction elements.
   1. Structural Elements: When cutting and patching structural elements, notify Architect of locations and details of cutting and await directions from Architect before proceeding. Shore, brace, and support structural elements during cutting and patching. Do not cut and patch structural elements in a manner that could change their load-carrying capacity or increase deflection
   2. Operational Elements: Do not cut and patch operating elements and related components in a manner that results in reducing their capacity to perform as intended or that results in increased maintenance or decreased operational life or safety.
   3. Other Construction Elements: Do not cut and patch other construction elements or components in a manner that could change their load-carrying capacity, that results in reducing their capacity to perform as intended, or that results in increased maintenance or decreased operational life or safety. Other construction elements include but are not limited to the following:
      a. Water, moisture, or vapor barriers.
      b. Membranes and flashings.
      c. Exterior curtain-wall construction.
      d. Sprayed fire-resistive material.
      e. Equipment supports.
      f. Piping, ductwork, vessels, and equipment.
      g. Noise- and vibration-control elements and systems.

   4. Visual Elements: Do not cut and patch construction in a manner that results in visual evidence of cutting and patching. Do not cut and patch exposed construction in a manner that would, in Architect's opinion, reduce the building's aesthetic qualities. Remove and replace construction that has been cut and patched in a visually unsatisfactory manner.

C. Manufacturer's Installation Instructions: Obtain and maintain on-site manufacturer's written recommendations and instructions for installation of products and equipment.

PART 2 - PRODUCTS

2.1 MATERIALS

A. General: Comply with requirements specified in other Sections.

B. In-Place Materials: Use materials for patching identical to in-place materials. For exposed surfaces, use materials that visually match in-place adjacent surfaces to the fullest extent possible.
   1. If identical materials are unavailable or cannot be used, use materials that, when installed, will provide a match acceptable to Architect for the visual and functional performance of in-place materials.

PART 3 - EXECUTION

3.1 EXAMINATION

A. Existing Conditions: The existence and location of underground and other utilities and construction indicated as existing are not guaranteed. Before beginning sitework, investigate and verify the existence and location of underground utilities, mechanical and electrical systems, and other construction affecting the Work.
   1. Before construction, verify the location and invert elevation at points of connection of sanitary sewer, storm sewer, and water-service piping; underground electrical services, and other utilities.
   2. Furnish location data for work related to Project that must be performed by public utilities serving Project site.

B. Examination and Acceptance of Conditions: Before proceeding with each component of the Work, examine substrates, areas, and conditions, with Installer or Applicator present where indicated, for compliance with requirements for installation tolerances and other conditions affecting performance. Record observations.
   1. Examine roughing-in for mechanical and electrical systems to verify actual locations of connections before equipment and fixture installation.
   2. Examine walls, floors, and roofs for suitable conditions where products and systems are to be installed.
   3. Verify compatibility with and suitability of substrates, including compatibility with existing finishes or primers.

C. Written Report: Where a written report listing conditions detrimental to performance of the Work is required by other Sections, include the following:

   1. Description of the Work.
   2. List of detrimental conditions, including substrates.
   3. List of unacceptable installation tolerances.
   4. Recommended corrections.

D. Proceed with installation only after unsatisfactory conditions have been corrected. Proceeding with the Work indicates acceptance of surfaces and conditions.

3.2 PREPARATION

A. Existing Utility Information: Furnish information to local utility that is necessary to adjust, move, or relocate existing utility structures, utility poles, lines, services, or other utility appurtenances located in or affected by construction. Coordinate with authorities having jurisdiction.

B. Field Measurements: Take field measurements as required to fit the Work properly. Recheck measurements before installing each product. Where portions of the Work are indicated to fit to other construction, verify dimensions of other construction by field measurements before fabrication. Coordinate fabrication schedule with construction progress to avoid delaying the Work.

C. Space Requirements: Verify space requirements and dimensions of items shown diagrammatically on Drawings.

D. Review of Contract Documents and Field Conditions: Immediately on discovery of the need for clarification of the Contract Documents caused by differing field conditions outside the control of Contractor, submit a request for information to Architect according to requirements in Section 013100 "Project Management and Coordination."

3.3 CONSTRUCTION LAYOUT

A. Verification: Before proceeding to lay out the Work, verify layout information shown on Drawings, in relation to the property survey and existing benchmarks. If discrepancies are discovered, notify Architect promptly.

B. General: Engage a land surveyor to lay out the Work using accepted surveying practices.

1. Establish benchmarks and control points to set lines and levels at each story of construction and elsewhere as needed to locate each element of Project.
2. Establish limits on use of Project site.
3. Establish dimensions within tolerances indicated. Do not scale Drawings to obtain required dimensions.
4. Inform installers of lines and levels to which they must comply.
5. Check the location, level and plumb, of every major element as the Work progresses.
6. Notify Architect when deviations from required lines and levels exceed allowable tolerances.
7. Close site surveys with an error of closure equal to or less than the standard established by authorities having jurisdiction.

C. Site Improvements: Locate and lay out site improvements, including pavements, grading, fill and topsoil placement, utility slopes, and rim and invert elevations.

D. Building Lines and Levels: Locate and lay out control lines and levels for structures, building foundations, column grids, and floor levels, including those required for mechanical and electrical work. Transfer survey markings and elevations for use with control lines and levels. Level foundations and piers from two or more locations.

E. Record Log: Maintain a log of layout control work. Record deviations from required lines and levels. Include beginning and ending dates and times of surveys, weather conditions, name and duty of each survey party member, and types of instruments and tapes used. Make the log available for reference by Architect.

3.4 FIELD ENGINEERING

A. Reference Points: Locate existing permanent benchmarks, control points, and similar reference points before beginning the Work. Preserve and protect permanent benchmarks and control points during construction operations.

1. Do not change or relocate existing benchmarks or control points without prior written approval of Architect. Report lost or destroyed permanent benchmarks or control points promptly. Report the need to relocate permanent benchmarks or control points to Architect before proceeding.
2. Replace lost or destroyed permanent benchmarks and control points promptly. Base replacements on the original survey control points.

B. Benchmarks: Establish and maintain a minimum of two permanent benchmarks on Project site, referenced to data established by survey control points. Comply with authorities having jurisdiction for type and size of benchmark.

1. Record benchmark locations, with horizontal and vertical data, on Project Record Documents.
2. Where the actual location or elevation of layout points cannot be marked, provide temporary reference points sufficient to locate the Work.
3. Remove temporary reference points when no longer needed. Restore marked construction to its original condition.

C. Certified Survey: On completion of foundation walls, major site improvements, and other work requiring field-engineering services, prepare a certified survey showing dimensions, locations, angles, and elevations of construction and sitework.

D. Final Property Survey: Engage a land surveyor to prepare a final property survey showing significant features (real property) for Project. Include on the survey a certification, signed by land surveyor, that principal metes, bounds, lines, and levels of Project are accurately positioned as shown on the survey.

1. Show boundary lines, monuments, streets, site improvements and utilities, existing improvements and significant vegetation, adjoining properties, acreage, grade contours, and the distance and bearing from a site corner to a legal point.
2. Recording: At Substantial Completion, have the final property survey recorded by or with authorities having jurisdiction as the official "property survey."

3.5 INSTALLATION

A. General: Locate the Work and components of the Work accurately, in correct alignment and elevation, as indicated.
   1. Make vertical work plumb and make horizontal work level.
   2. Where space is limited, install components to maximize space available for maintenance and ease of removal for replacement.
   3. Conceal pipes, ducts, and wiring in finished areas unless otherwise indicated.
   4. Maintain minimum headroom clearance of 96 inches in occupied spaces and 90 inches in unoccupied spaces.

B. Comply with manufacturer's written instructions and recommendations for installing products in applications indicated.

C. Install products at the time and under conditions that will ensure the best possible results. Maintain conditions required for product performance until Substantial Completion.

D. Conduct construction operations so no part of the Work is subjected to damaging operations or loading in excess of that expected during normal conditions of occupancy.

E. Sequence the Work and allow adequate clearances to accommodate movement of construction items on site and placement in permanent locations.

F. Tools and Equipment: Do not use tools or equipment that produce harmful noise levels.

G. Templates: Obtain and distribute to the parties involved templates for work specified to be factory prepared and field installed. Check Shop Drawings of other work to confirm that adequate provisions are made for locating and installing products to comply with indicated requirements.

H. Attachment: Provide blocking and attachment plates and anchors and fasteners of adequate size and number to securely anchor each component in place, accurately located and aligned with other portions of the Work. Where size and type of attachments are not indicated, verify size and type required for load conditions.
   1. Mounting Heights: Where mounting heights are not indicated, mount components at heights directed by Architect.
   2. Allow for building movement, including thermal expansion and contraction.
   3. Coordinate installation of anchorages. Furnish setting drawings, templates, and directions for installing anchorages, including sleeves, concrete inserts, anchor bolts, and items with integral anchors, that are to be embedded in concrete or masonry. Deliver such items to Project site in time for installation.

I. Joints: Make joints of uniform width. Where joint locations in exposed work are not indicated, arrange joints for the best visual effect. Fit exposed connections together to form hairline joints.

J. Hazardous Materials: Use products, cleaners, and installation materials that are not considered hazardous.

3.6 CUTTING AND PATCHING

A. Cutting and Patching, General: Employ skilled workers to perform cutting and patching. Proceed with cutting and patching at the earliest feasible time, and complete without delay.

1. Cut in-place construction to provide for installation of other components or performance of other construction, and subsequently patch as required to restore surfaces to their original condition.

B. Existing Warranties: Remove, replace, patch, and repair materials and surfaces cut or damaged during installation or cutting and patching operations, by methods and with materials so as not to void existing warranties.

C. Protection: Protect in-place construction during cutting and patching to prevent damage. Provide protection from adverse weather conditions for portions of Project that might be exposed during cutting and patching operations.

D. Existing Utility Services and Mechanical/Electrical Systems: Where existing services/systems are required to be removed, relocated, or abandoned, bypass such services/systems before cutting to prevent interruption to occupied areas.

E. Cutting: Cut in-place construction by sawing, drilling, breaking, chipping, grinding, and similar operations, including excavation, using methods least likely to damage elements retained or adjoining construction. If possible, review proposed procedures with original Installer; comply with original Installer's written recommendations.

F. Patching: Patch construction by filling, repairing, refinishing, closing up, and similar operations following performance of other work. Patch with durable seams that are as invisible as practicable. Provide materials and comply with installation requirements specified in other Sections, where applicable.

1. Inspection: Where feasible, test and inspect patched areas after completion to demonstrate physical integrity of installation.
2. Exposed Finishes: Restore exposed finishes of patched areas and extend finish restoration into retained adjoining construction in a manner that will minimize evidence of patching and refinishing.

    a. Clean piping, conduit, and similar features before applying paint or other finishing materials.
    b. Restore damaged pipe covering to its original condition.

3. Floors and Walls: Where walls or partitions that are removed extend one finished area into another, patch and repair floor and wall surfaces in the new space. Provide an even surface of uniform finish, color, texture, and appearance. Remove in-place floor and wall coverings and replace with new materials, if necessary, to achieve uniform color and appearance.

    a. Where patching occurs in a painted surface, prepare substrate and apply primer and intermediate paint coats appropriate for substrate over the patch, and apply final paint coat over entire unbroken surface containing the patch. Provide additional coats until patch blends with adjacent surfaces.

4. Ceilings: Patch, repair, or rehang in-place ceilings as necessary to provide an even-plane surface of uniform appearance.
5. Exterior Building Enclosure: Patch components in a manner that restores enclosure to a weathertight condition and ensures thermal and moisture integrity of building enclosure.

G. Cleaning: Clean areas and spaces where cutting and patching are performed. Remove paint, mortar, oils, putty, and similar materials from adjacent finished surfaces.

3.7 OWNER-INSTALLED PRODUCTS

A. Site Access: Provide access to Project site for Owner's construction personnel.

B. Coordination: Coordinate construction and operations of the Work with work performed by Owner's construction personnel.
1. Construction Schedule: Inform Owner of Contractor's preferred construction schedule for Owner's portion of the Work. Adjust construction schedule based on a mutually agreeable timetable. Notify Owner if changes to schedule are required due to differences in actual construction progress.
2. Preinstallation Conferences: Include Owner's construction personnel at preinstallation conferences covering portions of the Work that are to receive Owner's work. Attend preinstallation conferences conducted by Owner's construction personnel if portions of the Work depend on Owner's construction.

3.8 PROGRESS CLEANING

A. General: Clean Project site and work areas daily, including common areas. Enforce requirements strictly. Dispose of materials lawfully.
1. Comply with requirements in NFPA 241 for removal of combustible waste materials and debris.
2. Do not hold waste materials more than seven days during normal weather or three days if the temperature is expected to rise above 80 deg F.
3. Containerize hazardous and unsanitary waste materials separately from other waste. Mark containers appropriately and dispose of legally, according to regulations.
    a. Use containers intended for holding waste materials of type to be stored.

4. Coordinate progress cleaning for joint-use areas where Contractor and other contractors are working concurrently.

B. Site: Maintain Project site free of waste materials and debris.

C. Work Areas: Clean areas where work is in progress to the level of cleanliness necessary for proper execution of the Work.
   1. Remove liquid spills promptly.
   2. Where dust would impair proper execution of the Work, broom-clean or vacuum the entire work area, as appropriate.

D. Installed Work: Keep installed work clean. Clean installed surfaces according to written instructions of manufacturer or fabricator of product installed, using only cleaning materials specifically recommended. If specific cleaning materials are not recommended, use cleaning materials that are not hazardous to health or property and that will not damage exposed surfaces.

E. Concealed Spaces: Remove debris from concealed spaces before enclosing the space.

F. Exposed Surfaces in Finished Areas: Clean exposed surfaces and protect as necessary to ensure freedom from damage and deterioration at time of Substantial Completion.

G. Waste Disposal: Do not bury or burn waste materials on-site. Do not wash waste materials down sewers or into waterways.

H. During handling and installation, clean and protect construction in progress and adjoining materials already in place. Apply protective covering where required to ensure protection from damage or deterioration at Substantial Completion.

I. Clean and provide maintenance on completed construction as frequently as necessary through the remainder of the construction period. Adjust and lubricate operable components to ensure operability without damaging effects.

J. Limiting Exposures: Supervise construction operations to assure that no part of the construction, completed or in progress, is subject to harmful, dangerous, damaging, or otherwise deleterious exposure during the construction period.

3.9 STARTING AND ADJUSTING

A. Coordinate startup and adjusting of equipment and operating components with requirements in Section 019113 "General Commissioning Requirements."

B. Start equipment and operating components to confirm proper operation. Remove malfunctioning units, replace with new units, and retest.

C. Adjust equipment for proper operation. Adjust operating components for proper operation without binding.

D. Test each piece of equipment to verify proper operation. Test and adjust controls and safeties. Replace damaged and malfunctioning controls and equipment.

E. Manufacturer's Field Service: Comply with qualification requirements in Section 014000 "Quality Requirements."

3.10 PROTECTION OF INSTALLED CONSTRUCTION

A. Provide final protection and maintain conditions that ensure installed Work is without damage or deterioration at time of Substantial Completion.

3.11 Comply with manufacturer's written instructions for temperature and relative humidity.CORRECTION OF THE WORK

A. Repair or remove and replace defective construction. Restore damaged substrates and finishes.

1. Repairing includes replacing defective parts, refinishing damaged surfaces, touching up with matching materials, and properly adjusting operating equipment.

B. Restore permanent facilities used during construction to their specified condition.

C. Remove and replace damaged surfaces that are exposed to view if surfaces cannot be repaired without visible evidence of repair.

D. Repair components that do not operate properly. Remove and replace operating components that cannot be repaired.

E. Remove and replace chipped, scratched, and broken glass or reflective surfaces.

END OF SECTION

SECTION 017700 - CLOSEOUT PROCEDURES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

A. Section includes administrative and procedural requirements for contract closeout, including, but not limited to, the following:

1. Substantial Completion procedures.
2. Final completion procedures.
3. Warranties.
4. Final cleaning.
5. Repair of the Work.
6. Electronic Document Closeout.

B. Related Requirements:

1. Section 017300 "Execution" for progress cleaning of Project site.
2. Section 017823 "Operation and Maintenance Data" for operation and maintenance manual requirements.
3. Section 017839 "Project Record Documents" for submitting record Drawings, record Specifications, and record Product Data.
4. Section 017900 "Demonstration and Training" for requirements for instructing Owner's personnel.

1.3 ACTION SUBMITTALS

A. Product Data: For cleaning agents.

B. Contractor's List of Incomplete Items: Initial submittal at Substantial Completion.

C. Certified List of Incomplete Items: Final submittal at Final Completion.

1.4 CLOSEOUT SUBMITTALS

A. Certificates of Release: From authorities having jurisdiction.

B. Certificate of Insurance: For continuing coverage.

1.5 MAINTENANCE MATERIAL SUBMITTALS

A. Schedule of Maintenance Material Items: For maintenance material submittal items specified in other Sections.

1.6 SUBSTANTIAL COMPLETION PROCEDURES

A. Contractor's List of Incomplete Items: Prepare and submit a list of items to be completed and corrected (Contractor's punch list), indicating the value of each item on the list and reasons why the Work is incomplete.

B. Submittals Prior to Substantial Completion: Complete the following a minimum of 10 days prior to requesting inspection for determining date of Substantial Completion. List items below that are incomplete at time of request.

1. Submit closeout submittals specified in other Division 01 Sections, including project record documents, operation and maintenance manuals, final completion construction photographic documentation, damage or settlement surveys, property surveys, and similar final record information.
2. Submit closeout submittals specified in individual Sections, including specific warranties, workmanship bonds, maintenance service agreements, final certifications, and similar documents.
3. Submit maintenance material submittals specified in individual Sections, including tools, spare parts, extra materials, and similar items, and deliver to location designated by Owner. Label with manufacturer's name and model number where applicable.

    a. Schedule of Maintenance Material Items: Prepare and submit schedule of maintenance material submittal items, including name and quantity of each item and name and number of related Specification Section. Obtain Construction Manager's signature for receipt of submittals.

4. Submit test/adjust/balance records.
5. Submit changeover information related to Owner's occupancy, use, operation, and maintenance.

C. Procedures Prior to Substantial Completion: Complete the following a minimum of 10 days prior to requesting inspection for determining date of Substantial Completion. List items below that are incomplete at time of request.

1. Advise Owner of pending insurance changeover requirements.
2. Make final changeover of permanent locks and deliver keys to Owner. Advise Owner's personnel of changeover in security provisions.
3. Complete startup and testing of systems and equipment.
4. Perform preventive maintenance on equipment used prior to Substantial Completion.

5. Instruct Owner's personnel in operation, adjustment, and maintenance of products, equipment, and systems. Submit demonstration and training video recordings specified in Section 017900 "Demonstration and Training."
6. Participate with Owner in conducting inspection and walkthrough with local emergency responders.
7. Terminate and remove temporary facilities from Project site, along with mockups, construction tools, and similar elements.
8. Complete final cleaning requirements, including touchup painting.
9. Touch up and otherwise repair and restore marred exposed finishes to eliminate visual defects.

D. Inspection: Submit a written request for inspection to determine Substantial Completion a minimum of 10 days prior to date the work will be completed and ready for final inspection and tests. On receipt of request, Architect will either proceed with inspection or notify Contractor of unfulfilled requirements. Architect will prepare the Certificate of Substantial Completion after inspection or will notify Contractor of items, either on Contractor's list or additional items identified by Architect, that must be completed or corrected before certificate will be issued.

1. Reinspection: Request reinspection when the Work identified in previous inspections as incomplete is completed or corrected.
2. Results of completed inspection will form the basis of requirements for final completion.
3. Number of Inspections: The Architect will perform one substantial completion inspection and one substantial completion re-inspection at no cost to the contractor. If additional re-inspections are required, the Contractor shall reimburse the Architect on a per diem basis based on the Architect's Project Manager rate.
4. Submit Called Inspection Records.

1.7 FINAL COMPLETION PROCEDURES

A. Submittals Prior to Final Completion: Before requesting final inspection for determining final completion, complete the following:

1. Certified List of Incomplete Items: Submit certified copy of Architect's Substantial Completion inspection list of items to be completed or corrected (punch list), endorsed and dated by Architect. Certified copy of the list shall state that each item has been completed or otherwise resolved for acceptance.
2. Certificate of Insurance: Submit evidence of final, continuing insurance coverage complying with insurance requirements.

B. Inspection: Submit a written request for final inspection to determine acceptance a minimum of 10 days prior to date the work will be completed and ready for final inspection and tests. On receipt of request, Architect will either proceed with inspection or notify Contractor of unfulfilled requirements. Architect will prepare a final Certificate for Payment after inspection or will notify Contractor of construction that must be completed or corrected before certificate will be issued.

1. Number of Inspections: The Architect will perform one final completion inspection and one final completion re-inspection at no cost to the contractor. If additional re-inspections are required, the Contractor shall reimburse the Architect on a per diem basis based on the Architect's Project Manager rate.

1.8 LIST OF INCOMPLETE ITEMS (PUNCH LIST)

A. Organization of List: Include name and identification of each space and area affected by construction operations for incomplete items and items needing correction including, if necessary, areas disturbed by Contractor that are outside the limits of construction. Use CSI Form 14.1A.

1. Organize list of spaces in sequential order, starting with exterior areas first .
2. Organize items applying to each space by major element, including categories for ceiling, individual walls, floors, equipment, and building systems.
3. Include the following information at the top of each page:

    a. Project name.
    b. Date.
    c. Name of Architect.
    d. Name of Contractor.
    e. Page number.

4. Submit list of incomplete items in the following format:

    a. MS Excel electronic file. Architect will return annotated file.
    b. PDF electronic file. Architect will return annotated file.

1.9 SUBMITTAL OF PROJECT WARRANTIES

A. Time of Submittal: Submit written warranties on request of Architect for designated portions of the Work where commencement of warranties other than date of Substantial Completion is indicated, or when delay in submittal of warranties might limit Owner's rights under warranty.

B. Organize warranty documents into an orderly sequence based on the table of contents of Project Manual.

1. Bind warranties and bonds in heavy-duty, three-ring, vinyl-covered, loose-leaf binders, thickness as necessary to accommodate contents, and sized to receive 8-1/2-by-11-inch paper.
2. Provide heavy paper dividers with plastic-covered tabs for each separate warranty. Mark tab to identify the product or installation. Provide a typed description of the product or installation, including the name of the product and the name, address, and telephone number of Installer.
3. Identify each binder on the front and spine with the typed or printed title "WARRANTIES," Project name, and name of Contractor.

4. Warranty Electronic File: Scan warranties and bonds and assemble complete warranty and bond submittal package into a single indexed electronic PDF file with links enabling navigation to each item. Provide bookmarked table of contents at beginning of document.

C. Provide additional copies of each warranty to include in operation and maintenance manuals.

1.10 CERTIFICATIONS

A. General: Provide certification on each Contractor's letter head and signed and sealed by Firm's authorized legal representative, stating the following:

1. No asbestos containing materials (ACM) have been incorporated into the project and that all products installed in the project have been manufactured without ACM components.
2. No lead containing materials have been incorporated into the project and that all products installed in the project have been manufactured without lead components.

1.11 ELECTRONIC CLOSEOUT DOCUMENTATION

A. General: Provide a complete project closeout documentation package in electronic format. This package shall include:

1. Project Record Documents.
2. As Built Drawings.
3. Architect/Engineed Reviewed Submittals.
4. Operation and Maintenance Manuals.
5. Warranties.
6. Owner training DVD's.
7. Project Contact Directory.
8. Electronic Closeout Documentation Package.

PART 2 - PRODUCTS

2.1 MATERIALS

A. Cleaning Agents: Use cleaning materials and agents recommended by manufacturer or fabricator of the surface to be cleaned. Do not use cleaning agents that are potentially hazardous to health or property or that might damage finished surfaces.

PART 3 - EXECUTION

3.1 FINAL CLEANING

A. General: Perform final cleaning. Conduct cleaning and waste-removal operations to comply with local laws and ordinances and Federal and local environmental and antipollution regulations.

B. Cleaning: Employ experienced workers or professional cleaners for final cleaning. Clean each surface or unit to condition expected in an average commercial building cleaning and maintenance program. Comply with manufacturer's written instructions.

1. Complete the following cleaning operations before requesting inspection for certification of Substantial Completion for entire Project or for a designated portion of Project:

a. Clean Project site, yard, and grounds, in areas disturbed by construction activities, including landscape development areas, of rubbish, waste material, litter, and other foreign substances.
b. Sweep paved areas broom clean. Remove petrochemical spills, stains, and other foreign deposits.
c. Rake grounds that are neither planted nor paved to a smooth, even-textured surface.
d. Remove tools, construction equipment, machinery, and surplus material from Project site.
e. Remove snow and ice to provide safe access to building.
f. Clean exposed exterior and interior hard-surfaced finishes to a dirt-free condition, free of stains, films, and similar foreign substances. Avoid disturbing natural weathering of exterior surfaces. Restore reflective surfaces to their original condition.
g. Remove debris and surface dust from limited access spaces, including roofs, plenums, shafts, trenches, equipment vaults, manholes, attics, and similar spaces.
h. Sweep concrete floors broom clean in unoccupied spaces.
i. Vacuum carpet and similar soft surfaces, removing debris and excess nap; clean according to manufacturer's recommendations if visible soil or stains remain.
j. Clean transparent materials, including mirrors and glass in doors and windows. Remove glazing compounds and other noticeable, vision-obscuring materials. Replace chipped or broken glass and other damaged transparent materials. Polish mirrors and glass, taking care not to scratch surfaces.
k. Remove labels that are not permanent.
l. Wipe surfaces of mechanical and electrical equipment[, elevator equipment,] and similar equipment. Remove excess lubrication, paint and mortar droppings, and other foreign substances.

m. Clean plumbing fixtures to a sanitary condition, free of stains, including stains resulting from water exposure.
n. Replace disposable air filters and clean permanent air filters. Clean exposed surfaces of diffusers, registers, and grills.
o. Clean ducts, blowers, and coils if units were operated without filters during construction or that display contamination with particulate matter on inspection.
p. Clean light fixtures, lamps, globes, and reflectors to function with full efficiency.
q. Leave Project clean and ready for occupancy.

3.2 REPAIR OF THE WORK

A. Complete repair and restoration operations before requesting inspection for determination of Substantial Completion.

B. Repair or remove and replace defective construction. Repairing includes replacing defective parts, refinishing damaged surfaces, touching up with matching materials, and properly adjusting operating equipment. Where damaged or worn items cannot be repaired or restored, provide replacements. Remove and replace operating components that cannot be repaired. Restore damaged construction and permanent facilities used during construction to specified condition.

1. Remove and replace chipped, scratched, and broken glass, reflective surfaces, and other damaged transparent materials.
2. Touch up and otherwise repair and restore marred or exposed finishes and surfaces. Replace finishes and surfaces that that already show evidence of repair or restoration.

    a. Do not paint over "UL" and other required labels and identification, including mechanical and electrical nameplates. Remove paint applied to required labels and identification.

3. Replace parts subject to operating conditions during construction that may impede operation or reduce longevity.
4. Replace burned-out bulbs, bulbs noticeably dimmed by hours of use, and defective and noisy starters in fluorescent and mercury vapor fixtures to comply with requirements for new fixtures.

END OF SECTION

SECTION 017823 - OPERATION AND MAINTENANCE DATA

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

A. Section includes administrative and procedural requirements for preparing operation and maintenance manuals, including the following:

1. Operation and maintenance documentation directory.
2. Emergency manuals.
3. Operation manuals for systems, subsystems, and equipment.
4. Product maintenance manuals.
5. Systems and equipment maintenance manuals.

B. Related Requirements:

1. Section 013300 "Submittal Procedures" for submitting copies of submittals for operation and maintenance manuals.

1.3 DEFINITIONS

A. System: An organized collection of parts, equipment, or subsystems united by regular interaction.

B. Subsystem: A portion of a system with characteristics similar to a system.

1.4 CLOSEOUT SUBMITTALS

A. Manual Content: Operations and maintenance manual content is specified in individual Specification Sections to be reviewed at the time of Section submittals. Submit reviewed manual content formatted and organized as required by this Section.

1. Architect will comment on whether content of operations and maintenance submittals are acceptable.
2. Where applicable, clarify and update reviewed manual content to correspond to revisions and field conditions.

B. Format: Submit operations and maintenance manuals in the following format:

1. PDF electronic file. Assemble each manual into a composite electronically indexed file. Submit on digital media acceptable to Architect.

    a. Name each indexed document file in composite electronic index with applicable item name. Include a complete electronically linked operation and maintenance directory.
    b. Enable inserted reviewer comments on draft submittals.

2. Three paper copies. Include a complete operation and maintenance directory. Enclose title pages and directories in clear plastic sleeves. Architect will return two copies.

PART 2 - PRODUCTS

2.1 OPERATION AND MAINTENANCE DOCUMENTATION DIRECTORY

A. Directory: Prepare a single, comprehensive directory of emergency, operation, and maintenance data and materials, listing items and their location to facilitate ready access to desired information. Include a section in the directory for each of the following:
    1. List of documents.
    2. List of systems.
    3. List of equipment.
    4. Table of contents.

B. List of Systems and Subsystems: List systems alphabetically. Include references to operation and maintenance manuals that contain information about each system.

C. List of Equipment: List equipment for each system, organized alphabetically by system. For pieces of equipment not part of system, list alphabetically in separate list.

D. Tables of Contents: Include a table of contents for each emergency, operation, and maintenance manual.

E. Identification: In the documentation directory and in each operation and maintenance manual, identify each system, subsystem, and piece of equipment with same designation used in the Contract Documents. If no designation exists, assign a designation according to ASHRAE Guideline 4, "Preparation of Operating and Maintenance Documentation for Building Systems."

2.2 REQUIREMENTS FOR EMERGENCY, OPERATION, AND MAINTENANCE MANUALS

A. Organization: Unless otherwise indicated, organize each manual into a separate section for each system and subsystem, and a separate section for each piece of equipment not part of a system. Each manual shall contain the following materials, in the order listed:

1. Title page.
2. Table of contents.
3. Manual contents.

B. Title Page: Include the following information:

1. Subject matter included in manual.
2. Name and address of Project.
3. Name and address of Owner.
4. Date of submittal.
5. Name and contact information for Contractor.
6. Name and contact information for Architect.
7. Names and contact information for major consultants to the Architect that designed the systems contained in the manuals.
8. Cross-reference to related systems in other operation and maintenance manuals.

C. Table of Contents: List each product included in manual, identified by product name, indexed to the content of the volume, and cross-referenced to Specification Section number in Project Manual.

1. If operation or maintenance documentation requires more than one volume to accommodate data, include comprehensive table of contents for all volumes in each volume of the set.

D. Manual Contents: Organize into sets of manageable size. Arrange contents alphabetically by system, subsystem, and equipment. If possible, assemble instructions for subsystems, equipment, and components of one system into a single binder.

E. Manuals, Electronic Files: Submit manuals in the form of a multiple file composite electronic PDF file for each manual type required.

1. Electronic Files: Use electronic files prepared by manufacturer where available. Where scanning of paper documents is required, configure scanned file for minimum readable file size.
2. File Names and Bookmarks: Enable bookmarking of individual documents based on file names. Name document files to correspond to system, subsystem, and equipment names used in manual directory and table of contents. Group documents for each system and subsystem into individual composite bookmarked files, then create composite manual, so that resulting bookmarks reflect the system, subsystem, and equipment names in a readily navigated file tree. Configure electronic manual to display bookmark panel on opening file.

F. Manuals, Paper Copy: Submit manuals in the form of hard copy, bound and labeled volumes.

1. Binders: Heavy-duty, three-ring, vinyl-covered, post-type binders, in thickness necessary to accommodate contents, sized to hold 8-1/2-by-11-inch paper; with clear plastic sleeve on spine to hold label describing contents and with pockets inside covers to hold folded oversize sheets.

a. If two or more binders are necessary to accommodate data of a system, organize data in each binder into groupings by subsystem and related components. Cross-reference other binders if necessary to provide essential information for proper operation or maintenance of equipment or system.
b. Identify each binder on front and spine, with printed title "OPERATION AND MAINTENANCE MANUAL," Project title or name, and subject matter of contents, and indicate Specification Section number on bottom of spine. Indicate volume number for multiple-volume sets.

2. Dividers: Heavy-paper dividers with plastic-covered tabs for each section of the manual. Mark each tab to indicate contents. Include typed list of products and major components of equipment included in the section on each divider, cross-referenced to Specification Section number and title of Project Manual.
3. Protective Plastic Sleeves: Transparent plastic sleeves designed to enclose diagnostic software storage media for computerized electronic equipment.
4. Drawings: Attach reinforced, punched binder tabs on drawings and bind with text.

a. If oversize drawings are necessary, fold drawings to same size as text pages and use as foldouts.
b. If drawings are too large to be used as foldouts, fold and place drawings in labeled envelopes and bind envelopes in rear of manual. At appropriate locations in manual, insert typewritten pages indicating drawing titles, descriptions of contents, and drawing locations.

2.3 EMERGENCY MANUALS

A. Content: Organize manual into a separate section for each of the following:

1. Type of emergency.
2. Emergency instructions.
3. Emergency procedures.

B. Type of Emergency: Where applicable for each type of emergency indicated below, include instructions and procedures for each system, subsystem, piece of equipment, and component:

1. Fire.
2. Flood.
3. Gas leak.
4. Water leak.
5. Power failure.
6. Water outage.
7. System, subsystem, or equipment failure.
8. Chemical release or spill.

C. Emergency Instructions: Describe and explain warnings, trouble indications, error messages, and similar codes and signals. Include responsibilities of Owner's operating personnel for notification of Installer, supplier, and manufacturer to maintain warranties.

D. Emergency Procedures: Include the following, as applicable:

1. Instructions on stopping.
2. Shutdown instructions for each type of emergency.
3. Operating instructions for conditions outside normal operating limits.
4. Required sequences for electric or electronic systems.
5. Special operating instructions and procedures.

2.4 OPERATION MANUALS

A. Content: In addition to requirements in this Section, include operation data required in individual Specification Sections and the following information:

1. System, subsystem, and equipment descriptions. Use designations for systems and equipment indicated on Contract Documents.
2. Performance and design criteria if Contractor has delegated design responsibility.
3. Operating standards.
4. Operating procedures.
5. Operating logs.
6. Wiring diagrams.
7. Control diagrams.
8. Piped system diagrams.
9. Precautions against improper use.
10. License requirements including inspection and renewal dates.

B. Descriptions: Include the following:

1. Product name and model number. Use designations for products indicated on Contract Documents.
2. Manufacturer's name.
3. Equipment identification with serial number of each component.
4. Equipment function.
5. Operating characteristics.
6. Limiting conditions.
7. Performance curves.
8. Engineering data and tests.
9. Complete nomenclature and number of replacement parts.

C. Operating Procedures: Include the following, as applicable:

1. Startup procedures.
2. Equipment or system break-in procedures.
3. Routine and normal operating instructions.
4. Regulation and control procedures.

5. Instructions on stopping.
6. Normal shutdown instructions.
7. Seasonal and weekend operating instructions.
8. Required sequences for electric or electronic systems.
9. Special operating instructions and procedures.

D. Systems and Equipment Controls: Describe the sequence of operation, and diagram controls as installed.

E. Piped Systems: Diagram piping as installed, and identify color-coding where required for identification.

2.5 PRODUCT MAINTENANCE MANUALS

A. Content: Organize manual into a separate section for each product, material, and finish. Include source information, product information, maintenance procedures, repair materials and sources, and warranties and bonds, as described below.

B. Source Information: List each product included in manual, identified by product name and arranged to match manual's table of contents. For each product, list name, address, and telephone number of Installer or supplier and maintenance service agent, and cross-reference Specification Section number and title in Project Manual and drawing or schedule designation or identifier where applicable.

C. Product Information: Include the following, as applicable:

1. Product name and model number.
2. Manufacturer's name.
3. Color, pattern, and texture.
4. Material and chemical composition.
5. Reordering information for specially manufactured products.

D. Maintenance Procedures: Include manufacturer's written recommendations and the following:

1. Inspection procedures.
2. Types of cleaning agents to be used and methods of cleaning.
3. List of cleaning agents and methods of cleaning detrimental to product.
4. Schedule for routine cleaning and maintenance.
5. Repair instructions.

E. Repair Materials and Sources: Include lists of materials and local sources of materials and related services.

F. Warranties and Bonds: Include copies of warranties and bonds and lists of circumstances and conditions that would affect validity of warranties or bonds.

1. Include procedures to follow and required notifications for warranty claims.

2.6 SYSTEMS AND EQUIPMENT MAINTENANCE MANUALS

A. Source Information: List each system, subsystem, and piece of equipment included in manual, identified by product name and arranged to match manual's table of contents. For each product, list name, address, and telephone number of Installer or supplier and maintenance service agent, and cross-reference Specification Section number and title in Project Manual and drawing or schedule designation or identifier where applicable.

B. Manufacturers' Maintenance Documentation: Manufacturers' maintenance documentation including the following information for each component part or piece of equipment:

1. Standard maintenance instructions and bulletins.
2. Drawings, diagrams, and instructions required for maintenance, including disassembly and component removal, replacement, and assembly.
3. Identification and nomenclature of parts and components.
4. List of items recommended to be stocked as spare parts.

C. Maintenance Procedures: Include the following information and items that detail essential maintenance procedures:

1. Test and inspection instructions.
2. Troubleshooting guide.
3. Precautions against improper maintenance.
4. Disassembly; component removal, repair, and replacement; and reassembly instructions.
5. Aligning, adjusting, and checking instructions.
6. Demonstration and training video recording, if available.

D. Maintenance and Service Schedules: Include service and lubrication requirements, list of required lubricants for equipment, and separate schedules for preventive and routine maintenance and service with standard time allotment.

1. Scheduled Maintenance and Service: Tabulate actions for daily, weekly, monthly, quarterly, semiannual, and annual frequencies.
2. Maintenance and Service Record: Include manufacturers' forms for recording maintenance.

E. Spare Parts List and Source Information: Include lists of replacement and repair parts, with parts identified and cross-referenced to manufacturers' maintenance documentation and local sources of maintenance materials and related services.

F. Maintenance Service Contracts: Include copies of maintenance agreements with name and telephone number of service agent.

G. Warranties and Bonds: Include copies of warranties and bonds and lists of circumstances and conditions that would affect validity of warranties or bonds.

1. Include procedures to follow and required notifications for warranty claims.

PART 3 - EXECUTION

3.1 MANUAL PREPARATION

A. Operation and Maintenance Documentation Directory: Prepare a separate manual that provides an organized reference to emergency, operation, and maintenance manuals.

B. Emergency Manual: Assemble a complete set of emergency information indicating procedures for use by emergency personnel and by Owner's operating personnel for types of emergencies indicated.

C. Product Maintenance Manual: Assemble a complete set of maintenance data indicating care and maintenance of each product, material, and finish incorporated into the Work.

D. Operation and Maintenance Manuals: Assemble a complete set of operation and maintenance data indicating operation and maintenance of each system, subsystem, and piece of equipment not part of a system.

1. Engage a factory-authorized service representative to assemble and prepare information for each system, subsystem, and piece of equipment not part of a system.
2. Prepare a separate manual for each system and subsystem, in the form of an instructional manual for use by Owner's operating personnel.

E. Manufacturers' Data: Where manuals contain manufacturers' standard printed data, include only sheets pertinent to product or component installed. Mark each sheet to identify each product or component incorporated into the Work. If data include more than one item in a tabular format, identify each item using appropriate references from the Contract Documents. Identify data applicable to the Work and delete references to information not applicable.

1. Prepare supplementary text if manufacturers' standard printed data are not available and where the information is necessary for proper operation and maintenance of equipment or systems.

F. Drawings: Prepare drawings supplementing manufacturers' printed data to illustrate the relationship of component parts of equipment and systems and to illustrate control sequence and flow diagrams. Coordinate these drawings with information contained in record Drawings to ensure correct illustration of completed installation.

1. Do not use original project record documents as part of operation and maintenance manuals.
2. Comply with requirements of newly prepared record Drawings in Section 017839 "Project Record Documents."

G. Comply with Section 017700 "Closeout Procedures" for schedule for submitting operation and maintenance documentation.

END OF SECTION

SECTION 017839 - PROJECT RECORD DOCUMENTS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

A. Section includes administrative and procedural requirements for project record documents, including the following:

1. Record Drawings.
2. Record Specifications.
3. Miscellaneous record submittals.

B. Related Requirements:

1. Section 017300 "Execution" for final property survey.
2. Section 017700 "Closeout Procedures" for general closeout procedures.
3. Section 017823 "Operation and Maintenance Data" for operation and maintenance manual requirements.

1.3 CLOSEOUT SUBMITTALS

A. Record Drawings: Comply with the following:

1. Number of Copies: Submit one setof marked-up record prints.
2. Number of Copies: Submit copies of record Drawings as follows:

a. Initial Submittal:

1) Submit PDF electronic files of scanned record prints and oneof file prints.
2) Architect will indicate whether general scope of changes, additional information recorded, and quality of drafting are acceptable.

b. Final Submittal:

1) Submit three paper-copy set(s) of marked-up record prints.
2) Submit PDF electronic files of scanned record prints and three set(s) of prints.
3) Print each drawing, whether or not changes and additional information were recorded.

B. Record Specifications: Submit annotated PDF electronic files of Project's Specifications, including addenda and contract modifications.

C. Record Product Data: Submit annotated PDF electronic files and directories of each submittal.

D. Miscellaneous Record Submittals: See other Specification Sections for miscellaneous record-keeping requirements and submittals in connection with various construction activities. Submit annotated PDF electronic files and directories of each submittal.

PART 2 - PRODUCTS

2.1 RECORD DRAWINGS

A. Record Prints: Maintain one set of marked-up paper copies of the Contract Drawings and Shop Drawings, incorporating new and revised drawings as modifications are issued.

1. Preparation: Mark record prints to show the actual installation where installation varies from that shown originally. Require individual or entity who obtained record data, whether individual or entity is Installer, subcontractor, or similar entity, to provide information for preparation of corresponding marked-up record prints.

    a. Give particular attention to information on concealed elements that would be difficult to identify or measure and record later.
    b. Accurately record information in an acceptable drawing technique.
    c. Record data as soon as possible after obtaining it.
    d. Record and check the markup before enclosing concealed installations.
    e. Cross-reference record prints to corresponding archive photographic documentation.

2. Content: Types of items requiring marking include, but are not limited to, the following:

    a. Dimensional changes to Drawings.
    b. Revisions to details shown on Drawings.
    c. Depths of foundations below first floor.
    d. Locations and depths of underground utilities.
    e. Revisions to routing of piping and conduits.
    f. Revisions to electrical circuitry.
    g. Actual equipment locations.
    h. Duct size and routing.
    i. Locations of concealed internal utilities.
    j. Changes made by Change Order or Construction Change Directive.
    k. Changes made following Architect's written orders.
    l. Details not on the original Contract Drawings.
    m. Field records for variable and concealed conditions.

n. Record information on the Work that is shown only schematically.

3. Mark the Contract Drawings and Shop Drawings completely and accurately. Use personnel proficient at recording graphic information in production of marked-up record prints.
4. Mark record sets with erasable, red-colored pencil. Use other colors to distinguish between changes for different categories of the Work at same location.
5. Mark important additional information that was either shown schematically or omitted from original Drawings.
6. Note Construction Change Directive numbers, alternate numbers, Change Order numbers, and similar identification, where applicable.

B. Record Digital Data Files: Immediately before inspection for Certificate of Substantial Completion, review marked-up record prints with Architect. When authorized, prepare a full set of corrected digital data files of the Contract Drawings, as follows:

1. Format: Same digital data software program, version, and operating system as the original Contract Drawings.
2. Format: Annotated PDF electronic file with comment function enabled.
3. Incorporate changes and additional information previously marked on record prints. Delete, redraw, and add details and notations where applicable.
4. Refer instances of uncertainty to Architect for resolution.

C. Format: Identify and date each record Drawing; include the designation "PROJECT RECORD DRAWING" in a prominent location.

1. Record Prints: Organize record prints and newly prepared record Drawings into manageable sets. Bind each set with durable paper cover sheets. Include identification on cover sheets.
2. Format: Annotated PDF electronic file with comment function enabled.
3. Record Digital Data Files: Organize digital data information into separate electronic files that correspond to each sheet of the Contract Drawings. Name each file with the sheet identification. Include identification in each digital data file.
4. Identification: As follows:

a. Project name.
b. Date.
c. Designation "PROJECT RECORD DRAWINGS."
d. Name of Architect and Construction Manager.
e. Name of Contractor.

2.2 RECORD SPECIFICATIONS

A. Preparation: Mark Specifications to indicate the actual product installation where installation varies from that indicated in Specifications, addenda, and contract modifications.

1. Give particular attention to information on concealed products and installations that cannot be readily identified and recorded later.
2. Mark copy with the proprietary name and model number of products, materials, and equipment furnished, including substitutions and product options selected.
3. Record the name of manufacturer, supplier, Installer, and other information necessary to provide a record of selections made.
4. Note related Change Orders, record Product Data, and record Drawings where applicable.

B. Format: Submit record Specifications as annotated PDF electronic file.

2.3 MISCELLANEOUS RECORD SUBMITTALS

A. Assemble miscellaneous records required by other Specification Sections for miscellaneous record keeping and submittal in connection with actual performance of the Work. Bind or file miscellaneous records and identify each, ready for continued use and reference.

B. Format: Submit miscellaneous record submittals as scanned PDF electronic file(s) of marked-up miscellaneous record submittals.

1. Include miscellaneous record submittals directory organized by Specification Section number and title, electronically linked to each item of miscellaneous record submittals.

PART 3 - EXECUTION

3.1 RECORDING AND MAINTENANCE

A. Recording: Maintain one copy of each submittal during the construction period for project record document purposes. Post changes and revisions to project record documents as they occur; do not wait until end of Project.

B. Maintenance of Record Documents and Samples: Store record documents and Samples in the field office apart from the Contract Documents used for construction. Do not use project record documents for construction purposes. Maintain record documents in good order and in a clean, dry, legible condition, protected from deterioration and loss. Provide access to project record documents for Architect's reference during normal working hours.

END OF SECTION

SECTION 017900 - DEMONSTRATION AND TRAINING

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

A. Section includes administrative and procedural requirements for instructing Owner's personnel, including the following:

1. Demonstration of operation of systems, subsystems, and equipment.
2. Training in operation and maintenance of systems, subsystems, and equipment.
3. Demonstration and training video recordings.

1.3 INFORMATIONAL SUBMITTALS

A. Instruction Program: Submit outline of instructional program for demonstration and training, including a list of training modules and a schedule of proposed dates, times, length of instruction time, and instructors' names for each training module. Include learning objective and outline for each training module.

1. Indicate proposed training modules using manufacturer-produced demonstration and training video recordings for systems, equipment, and products in lieu of video recording of live instructional module.

B. Attendance Record: For each training module, submit list of participants and length of instruction time.

1.4 CLOSEOUT SUBMITTALS

A. Demonstration and Training Video Recordings: Submit two copies within seven days of end of each training module.

1. Identification: On each copy, provide an applied label with the following information:

a. Name of Project.
b. Name and address of videographer.
c. Name of Architect.
d. Name of Contractor.
e. Date of video recording.

2. Transcript: Prepared and bound in format matching operation and maintenance manuals. Mark appropriate identification on front and spine of each binder. Include a cover sheet with same label information as the corresponding video recording. Include name of Project and date of video recording on each page.
3. At completion of training, submit complete training manual(s) for Owner's use in PDF electronic file format on compact disc.

1.5 QUALITY ASSURANCE

A. Facilitator Qualifications: A firm or individual experienced in training or educating maintenance personnel in a training program similar in content and extent to that indicated for this Project, and whose work has resulted in training or education with a record of successful learning performance.

B. Instructor Qualifications: A factory-authorized service representative, complying with requirements in Section 014000 "Quality Requirements," experienced in operation and maintenance procedures and training.

C. Videographer Qualifications: A professional videographer who is experienced photographing demonstration and training events similar to those required.

1.6 COORDINATION

A. Coordinate instruction schedule with Owner's operations. Adjust schedule as required to minimize disrupting Owner's operations and to ensure availability of Owner's personnel.

B. Coordinate instructors, including providing notification of dates, times, length of instruction time, and course content.

C. Coordinate content of training modules with content of approved emergency, operation, and maintenance manuals. Do not submit instruction program until operation and maintenance data has been reviewed and approved by Architect.

PART 2 - PRODUCTS

2.1 INSTRUCTION PROGRAM

A. Program Structure: Develop an instruction program that includes individual training modules for each system and for equipment not part of a system, as required by individual Specification Sections.

B. Training Modules: Develop a learning objective and teaching outline for each module. Include a description of specific skills and knowledge that participant is expected to master. For each module, include instruction for the following as applicable to the system, equipment, or component:

1. Basis of System Design, Operational Requirements, and Criteria: Include the following:

    a. System, subsystem, and equipment descriptions.
    b. Performance and design criteria if Contractor is delegated design responsibility.
    c. Operating standards.
    d. Regulatory requirements.
    e. Equipment function.
    f. Operating characteristics.
    g. Limiting conditions.
    h. Performance curves.

2. Documentation: Review the following items in detail:

    a. Emergency manuals.
    b. Operations manuals.
    c. Maintenance manuals.
    d. Project record documents.
    e. Identification systems.
    f. Warranties and bonds.
    g. Maintenance service agreements and similar continuing commitments.

3. Emergencies: Include the following, as applicable:

    a. Instructions on meaning of warnings, trouble indications, and error messages.
    b. Instructions on stopping.
    c. Shutdown instructions for each type of emergency.
    d. Operating instructions for conditions outside of normal operating limits.
    e. Sequences for electric or electronic systems.
    f. Special operating instructions and procedures.

4. Operations: Include the following, as applicable:

    a. Startup procedures.
    b. Equipment or system break-in procedures.
    c. Routine and normal operating instructions.
    d. Regulation and control procedures.
    e. Control sequences.
    f. Safety procedures.
    g. Instructions on stopping.
    h. Normal shutdown instructions.
    i. Operating procedures for emergencies.
    j. Operating procedures for system, subsystem, or equipment failure.
    k. Seasonal and weekend operating instructions.
    l. Required sequences for electric or electronic systems.
    m. Special operating instructions and procedures.

5. Adjustments: Include the following:

a. Alignments.
b. Checking adjustments.
c. Noise and vibration adjustments.
d. Economy and efficiency adjustments.

6. Troubleshooting: Include the following:

a. Diagnostic instructions.
b. Test and inspection procedures.

7. Maintenance: Include the following:

a. Inspection procedures.
b. Types of cleaning agents to be used and methods of cleaning.
c. List of cleaning agents and methods of cleaning detrimental to product.
d. Procedures for routine cleaning
e. Procedures for preventive maintenance.
f. Procedures for routine maintenance.
g. Instruction on use of special tools.

8. Repairs: Include the following:

a. Diagnosis instructions.
b. Repair instructions.
c. Disassembly; component removal, repair, and replacement; and reassembly instructions.
d. Instructions for identifying parts and components.
e. Review of spare parts needed for operation and maintenance.

PART 3 - EXECUTION

3.1 PREPARATION

A. Assemble educational materials necessary for instruction, including documentation and training module. Assemble training modules into a training manual organized in coordination with requirements in Section 017823 "Operation and Maintenance Data."

B. Set up instructional equipment at instruction location.

3.2 INSTRUCTION

A. Facilitator: Engage a qualified facilitator to prepare instruction program and training modules, to coordinate instructors, and to coordinate between Contractor and Owner for number of participants, instruction times, and location.

B. Engage qualified instructors to instruct Owner's personnel to adjust, operate, and maintain systems, subsystems, and equipment not part of a system.

C. Scheduling: Provide instruction at mutually agreed on times. For equipment that requires seasonal operation, provide similar instruction at start of each season.

1. Schedule training with Owner with at least seven days' advance notice.

D. Training Location and Reference Material: Conduct training on-site in the completed and fully operational facility using the actual equipment in-place. Conduct training using final operation and maintenance data submittals.

E. Evaluation: At conclusion of each training module, assess and document each participant's mastery of module by use of an oral performance-based test.

3.3 DEMONSTRATION AND TRAINING VIDEO RECORDINGS

A. General: Engage a qualified commercial videographer to record demonstration and training video recordings. Record each training module separately. Include classroom instructions and demonstrations, board diagrams, and other visual aids, but not student practice.

1. At beginning of each training module, record each chart containing learning objective and lesson outline.

B. Video: Provide minimum 640 x 480 video resolution converted to format file type acceptable to Owner, on electronic media.

1. Electronic Media: Read-only format compact disc acceptable to Owner, with commercial-grade graphic label.
2. File Hierarchy: Organize folder structure and file locations according to project manual table of contents. Provide complete screen-based menu.
3. File Names: Utilize file names based upon name of equipment generally described in video segment, as identified in Project specifications.
4. Contractor and Installer Contact File: Using appropriate software, create a file for inclusion on the Equipment Demonstration and Training DVD that describes the following for each Contractor involved on the Project, arranged according to Project table of contents:

    a. Name of Contractor/Installer.
    b. Business address.
    c. Business phone number.
    d. Point of contact.
    e. E-mail address.

C. Recording: Mount camera on tripod before starting recording, unless otherwise necessary to adequately cover area of demonstration and training. Display continuous running time.

1. Film training session(s) in segments not to exceed 15 minutes.

a. Produce segments to present a single significant piece of equipment per segment.
b. Organize segments with multiple pieces of equipment to follow order of Project Manual table of contents.
c. Where a training session on a particular piece of equipment exceeds 15 minutes, stop filming and pause training session. Begin training session again upon commencement of new filming segment.

D. Light Levels: Verify light levels are adequate to properly light equipment. Verify equipment markings are clearly visible prior to recording.

1. Furnish additional portable lighting as required.

E. Narration: Describe scenes on video recording by audio narration by microphone while video recording is recorded. Include description of items being viewed.

F. Preproduced Video Recordings: Provide video recordings used as a component of training modules in same format as recordings of live training.

END OF SECTION

SECTION 024119 - SELECTIVE DEMOLITION

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

A. Section Includes:

1. Demolition and removal of selected site elements.

B. Related Requirements:

1. Section 011000 "Summary" for restrictions on the use of the premises, Owner-occupancy requirements, and phasing requirements.
2. Section 015639 "Temporary Tree and Plant Protection" for temporary protection of existing trees and plants that are affected by selective demolition.
3. Section 017300 "Execution" for cutting and patching procedures.

1.3 MATERIALS OWNERSHIP

A. Unless otherwise indicated, demolition waste becomes property of Contractor.

1.4 PREINSTALLATION MEETINGS

A. Predemolition Conference: Conduct conference at Project site.

1. Inspect and discuss condition of construction to be selectively demolished.
2. Review requirements of work performed by other trades that rely on substrates exposed by selective demolition operations.
3. Review areas where existing construction is to remain and requires protection.

1.5 FIELD CONDITIONS

A. Conditions existing at time of inspection for bidding purpose will be maintained by Owner as far as practical.

B. Notify Architect of discrepancies between existing conditions and Drawings before proceeding with selective demolition.

C. Hazardous Materials: It is not expected that hazardous materials will be encountered in the Work.

D. Storage or sale of removed items or materials on-site is not permitted.

E. Utility Service: Maintain existing utilities indicated to remain in service and protect them against damage during selective demolition operations.

PART 2 - PRODUCTS

PART 3 - EXECUTION

3.1 EXAMINATION

A. Verify that utilities have been disconnected and capped before starting selective demolition operations.

B. Survey existing conditions and correlate with requirements indicated to determine extent of selective demolition required.

C. When unanticipated mechanical, electrical, or structural elements that conflict with intended function or design are encountered, investigate and measure the nature and extent of conflict. Promptly submit a written report to Architect.

3.2 UTILITY SERVICES AND MECHANICAL/ELECTRICAL SYSTEMS

A. Existing Services/Systems to Remain: Maintain services/systems indicated to remain and protect them against damage.

B. Existing Services/Systems to Be Removed, Relocated, or Abandoned: Locate, identify, disconnect, and seal or cap off indicated utility services and mechanical/electrical systems serving areas to be selectively demolished.

1. Arrange to shut off indicated utilities with utility companies.

3.3 PREPARATION

A. Site Access and Temporary Controls: Conduct selective demolition and debris-removal operations to ensure minimum interference with roads, streets, walks, walkways, and other adjacent occupied and used facilities.

B. Temporary Facilities: Provide temporary barricades and other protection required to prevent injury to people and damage to adjacent buildings and facilities to remain.

1. Provide protection to ensure safe passage of people around selective demolition area and to and from occupied portions of building.

C. Temporary Shoring: Provide and maintain shoring, bracing, and structural supports as required to preserve stability and prevent movement, settlement, or collapse of construction and finishes to remain, and to prevent unexpected or uncontrolled movement or collapse of construction being demolished.

3.4 SELECTIVE DEMOLITION, GENERAL

A. General: Demolish and remove existing construction only to the extent required by new construction and as indicated. Use methods required to complete the Work within limitations of governing regulations and as follows:

1. Proceed with selective demolition systematically, from higher to lower level. Complete selective demolition operations above each floor or tier before disturbing supporting members on the next lower level.

3.5 DISPOSAL OF DEMOLISHED MATERIALS

A. General: Except for items or materials indicated to be reused, salvaged, reinstalled, or otherwise indicated to remain Owner's property, remove demolished materials from Project site.

B. Burning: Do not burn demolished materials.

C. Disposal: Transport demolished materials off Owner's property and legally dispose of them.

3.6 CLEANING

A. Clean adjacent structures and improvements of dust, dirt, and debris caused by selective demolition operations. Return adjacent areas to condition existing before selective demolition operations began.

END OF SECTION

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:	25-4226.01
COMPANY NAME:	EarthWerks Land Improvement & Development Corporation
CONTACT PERSON:	Dan Davies
CONTACT EMAIL:	LDAVIES@earthwerksinc.com

Section II: Procurement Ordinance Requirements

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

Has the Bidder made contributions as described above?

- ☐ Yes
- ☒ No

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

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

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

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

☐ Yes

☒ No

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

NAME	PHONE	EMAIL

Section III: Violations

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

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

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

Ethics | DuPage Co, IL

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

ARTICLE VI. - PROCUREMENT | Code of Ordinances | DuPage County, IL | Municode Library

Section IV: Certification

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

Signature on file

Printed Name: DAN DAVIS Signature: ___

Title: President Date: 1-27-2026

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

File #: FI-R-0021-26 **Agenda Date:** 2/24/2026 **Agenda #:** 9.A.

AUTHORIZATION OF CONTRACT WITH
AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES
(AFSCME), COUNCIL 31

WHEREAS, the Illinois Public Employee Labor Relations Act (5 ILCS 315/*et seq.*) has established regulations regarding union recognition and collective bargaining in the State of Illinois; and

WHEREAS, a group of AFSCME employees in the DuPage County Sheriff's Office did authorize the American Federation of State, County and Municipal Employees (AFSCME), Council 31 as their exclusive bargaining agent under the terms and conditions of the Act; and

WHEREAS, the Sheriff, County and the American Federation of State, County and Municipal Employees have been bargaining in good faith to reach agreement; and

WHEREAS, the union members have ratified a tentative agreement.

NOW, THEREFORE, BE IT RESOLVED that the County Board does hereby ratify, accept and adopt the contract attached to this resolution between the American Federation of State, County and Municipal Employees (AFSCME), Council 31, the DuPage County Sheriff and the County of DuPage; and

BE IT FURTHER RESOLVED that the County Board Chair be authorized to execute said contract; and

BE IT FURTHER RESOLVED that the County Clerk transmit a copy of this resolution to the Human Resources Department, County Board Office and the DuPage County Sheriff's Office.

Enacted and approved this 24th day of February, 2026 at Wheaton, Illinois.

_____
DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____
JEAN KACZMAREK, COUNTY CLERK

AGREEMENT

Between

DUPAGE COUNTY SHERIFF AND COUNTY OF DUPAGE

and

AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES, COUNCIL 31, AFL-CIO, ON BEHALF OF LOCAL 3328

Expiring November 30, 2028

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PREAMBLE

This Collective Bargaining Agreement is made and entered into by and between the County of DuPage and the DuPage County Sheriff (hereinafter collectively referred to as the "Employer"), and the American Federation of State, County and Municipal Employees, Council 31, AFL-CIO, on behalf of Local 3328 (hereinafter referred to as either the "Union" or "AFSCME").

It is the intention and purpose of this Agreement to set forth the parties' entire agreement with respect to wages, hours of work, and other conditions of employment that will be in effect during the term of this Agreement for employees covered by this Agreement (hereinafter referred to as "Employees"), as required by the Illinois Public Labor Relations Act. The parties acknowledge their mutual desire to foster harmonious relations between the Employer, the Union, and the Employees represented by this Agreement and to establish equitable and peaceful procedure for the resolution of differences, to prevent interruptions of work and interference with efficient operation of the Sheriff, and to provide an orderly and prompt method for resolving grievances of the Employees.

ARTICLE 1 - RECOGNITION

Section 1.1 - Representative Unit

The Employer recognizes the Union as the sole and exclusive bargaining representative in all matters establishing and pertaining to wages, hours of work, and other conditions of employment as determined by law for employees in the bargaining unit, as certified by the Illinois State Labor Relations Board in case No. S-RC-18-056. The bargaining unit certified on July 5, 2018 consists of the employees, as follows:

Included: All Health Care professional employees in the DuPage County Sheriff's Department in the following job classifications: Dental Assistant; Head Nurse; Mental Health Professional; Licensed Practical Nurse; PHD Psychologist; Registered Nurse.

Excluded: All other employees of the County of DuPage and Sheriff of DuPage County, as well as all supervisors, managerial and confidential employees, as defined by the Illinois Public Labor Relations Act.

The term "Employee" as used in this Agreement shall only refer to employees who are specifically included in the above-described bargaining unit.

Section 1.2 - Local or Membership Activity

Neither the Employer nor the Local and/or AFSCME Council 31 shall interfere with the right of the Employees covered by this Agreement to become or not become members of the Local, and there shall be no discrimination against any such Employees because of lawful Local membership or non-membership activity or status.

Section 1.3 - Gender

Whenever the male gender is used in this Agreement, it shall be construed to include male and female employees covered by this Agreement.

Section 1.4 – Definitions

For the purposes of this Agreement the following words are defined, unless otherwise specified in the Agreement:

- **"Day"** Monday through Sunday, and holidays.
- **Weekends –**Saturday and/or Sunday
- **"Work day**" shall refer to the Employee's assigned shift or hours of work.
- **"Shift"** shall refer to a scheduled period of work as determined by the Sheriff or his Designee.
- Pronouns "he, him, and his" shall refer to both males and females equally, unless the context clearly requires otherwise.
- **"Shall"** refers to the topic being mandatory.
- **"May"** refers to the topic being discretionary.
- **Mental Health Professionals** includes employees holding licensure as either a Licensed Clinical Psychologist, a Licensed Clinical Professional Counselor, a Licensed Professional Counselor, a Licensed Clinical Social Worker or a Licensed Social Worker.
- **Medical Professionals** includes employees holding licensure or certification as Registered Nurse, Licensed Practical Nurse or Dental Assistant.
- "**PRN** (*pro re nata*) **status**" are Medical Professionals or Mental Health Professionals who work as fill-ins for Medical Professionals or Mental Health Professionals. PRN's shall not be entitled to any fringe benefits, unless specifically stated in this Agreement. PRNs shall not be permitted to work more than one thousand (1,000) hours in a calendar year.

Section 1.5 – Integrity of the Bargaining Unit

The Employer recognizes the integrity of the bargaining unit. The Employers shall have the right to contract out and/or subcontract bargaining unit work, subject to Section 18.3 of this Agreement.

ARTICLE 2 - MANAGEMENT RIGHTS

The Sheriff retains all traditional, statutory, and constitutional rights and authority to manage and operate the Sheriff's Office. Except as agreed by the Sheriff in a specific provision set forth in this Agreement, the rights retained by the Sheriff include, but are not limited to, the sole and exclusive management rights to:

a) plan, direct, control, and determine all functions, operations, standards and services;
b) supervise, direct and evaluate employees;
c) establish the qualifications for employment and employ employees;
d) establish work rules, work schedules, and work assignments and assign such to employees, so long as such action is neither arbitrary nor capricious;
e) hire, promote, transfer, schedule, and assign employees in positions and to create, combine, modify, and eliminate positions within the Sheriff's Office;
f) suspend, demote, discharge, and take other disciplinary action against employees for just cause (with the exception of probationary employees, who may be discharged without cause and without resort to the grievance procedure contained in Article 8 of this Agreement);
g) establish reasonable work and productivity standards and, from time to time, amend such standards;
h) determine whether work and/or services are to be provided by employees covered by this Agreement (including which employees) or by other employees or persons not covered by this Agreement, in accordance with Section 1.5 hereinabove;
i) assign overtime, and determine the number of hours of work and shifts per week;
j) maintain efficiency of operations and services of the Sheriff's Office;
k) take whatever action is necessary to comply with State and Federal law;
l) secure, change or eliminate methods, equipment, and facilities for the improvement of operation;
m) determine the kinds and amounts of services to be performed as it pertains to operations, and the number and kind of classifications to perform such services, to include revision, combination, addition or elimination of job classifications;
n) determine the methods, means, organization and personnel by which operations are to be conducted, to include services and staffing requirements by program, unit, and division;
o) to contract out for goods and services; to use temporary, part-time and other non-bargaining unit members to perform services as the Employer deems appropriate, and to determine whether work is to be performed by persons either in or not in the bargaining unit;
p) determine the standards of professionalism required of the employees, and from time to time, to change those standards;
q) take whatever action is necessary to continue operations and functions in emergency situations;
r) establish and implement a budget;

s) make and alter rules, regulations, orders and policies and provide notice to the Union upon implementing the same; and enforce the same and other management rights as enumerated above.

ARTICLE 3 – UNION RIGHTS AND RESPONSIBILITIES

Section 3.1 - Labor/Management Meetings

For the purpose of maintaining communications between labor and management, and in order to cooperatively discuss and solve problems of mutual concern that do not involve negotiations, the parties hereby agree that upon the request of either party, there shall be labor/management meetings, and such meetings shall be scheduled at a time, place and date mutually agreed upon, not to exceed four (4) meetings per year, unless agreed otherwise. The party calling for the meeting shall prepare and submit an agenda at least seven (7) days prior to the scheduled meeting. If there is no agenda prepared and submitted by the requesting party, there shall be no meeting. Meetings shall be held for:

a) discussion on the implementation and general administration of this Agreement;
b) a sharing of general information of interest to the parties; or
c) notifying the employees of changes in non-bargaining conditions of employment contemplated by the Employer which may affect employees.

It is expressly understood and agreed that such meetings shall be exclusive of the grievance procedure. Specific grievances being processed under the grievance procedure shall not be considered at labor-management meetings nor shall negotiations for the purpose of altering any or all of the terms of this Agreement be carried on at such meetings. Attendance at labor-management meetings shall be voluntary on the employee's part and attendance during such meetings hours shall not be considered as time worked for compensation purposes, except that any employee attending a labor-management meeting during the employee's regular work hours shall be compensated at the employee's regular rate of pay.

Section 3.2 - Union Bulletin Boards

The Employers shall designate two bulletin boards for use by the Union. The Union bulletin boards shall be for the sole and exclusive use of the Union. The Union will not permit posting of any material on any bulletin board which is derogatory or inflammatory in nature toward the Employer, DuPage County or its agents. The Employer reserves the right to remove any inappropriate material. Differences over such content shall be subject to the grievance procedure.

Section 3.3 - Designation of Stewards

The Union shall provide the Employer with a written designation of Union Stewards for the Bargaining Unit, and shall update the designation, if changes in the Steward's designation are made. The Union shall immediately notify the Employer, in writing, of any changes in the designations of Union Stewards.

Section 3.4 - Union Duty of Fair Representation

The Union agrees to fulfill its duty to fairly represent all employees in the bargaining unit, per the Illinois Public Labor Relations Act.

Section 3.5- Union Activity During Working Time

Employees shall not engage in union activity during their working time, without the express permission of the Sheriff or his designee and such permission shall not be unreasonably withheld (*i.e.*, permission shall be withheld, if it is determined by the Sheriff or designee that such activity will impede normal operations, in accord with 5 ILCS 315/6(c-10)). When the Sheriff or designee requests a meeting at which an employee Union representative(s) is required to be present, the employee Union representative(s) will be compensated for the time attending such meeting, if the meeting takes place during such employee Union representative's regular work hours, in accord with 5 ILCS 315/6(c-10).

Section 3.6 - Access to Premises by Union Representative

Up to two (2) non-employee representatives of the Union shall, upon prior notice, be granted access to the premises of the Employer upon the following conditions:

1) At least two (2) hours advance notice to the Sheriff or his designee is provided prior to the visit;
2) The visit is limited to a location or space provided or approved by the Sheriff or designee;
3) The access is subject to reasonable monitoring by the Sheriff or designee;
4) The visit does not disrupt the operations of the Sheriff's Office, employees who are working, or other persons having business with the Sheriff's Office, and;
5) The visit is limited to no more than forty-five (45) minutes in duration, unless the meeting is called at the request of the Employer or is otherwise agreed upon.

Section 3.7 – Information Provided to Union

The Employer shall notify the Union, via e-mail to an address designated by the Union, monthly of the names and addresses of the employees in the bargaining unit, in Excel format, as well as the following:

- the employee's job title;
- the worksite location;
- work telephone number(s);
- identification number, if available;
- any home and personal cellular telephone numbers on file with the Employer;
- date of hire;
- work e-mail address; and
- any personal e-mail address on file with the Employer.

The Employer shall notify Council 31 within ten (10) days from the date of hire of all new persons hired into bargaining unit positions and furnish the information set forth hereinabove with respect to such new hire.

Within ten (10) calendar days of the execution of this Agreement, the Employer shall provide to the Union in writing the following information concerning bargaining unit members:

- name;
- position;
- date of hire in the Sheriff's Office;
- wage rate;
- work, home and cellular phone numbers on file with the Employer;
- work e-mail address and any personal e-mail address on file with the Employer; and
- home address.

Section 3.8 - Distribution of Literature

There shall be no distribution of Union literature on the Employer's premises, except that Union literature may be posted on the Union Bulletin Board, in accordance with the requirements of Section 3.2 or in the employee's mail tray. Any equipment belonging to the Employer, such as, but not limited to, radios, pagers, cell phones, vehicles, photocopy machines and microcomputers, shall not be used for personal use or Union activity or business. Employees shall have no expectation of privacy for email or voicemail communications, or mail tray materials.

Section 3.9 - Union Orientation

The Union steward shall be allowed up to sixty (60) minutes to meet with newly hired employees, within the first three (3) days of their hire date, on the Employer's premises, as part of the orientation program for new bargaining unit members, in order to conduct its orientation program for new bargaining unit members and without loss of pay for the newly hired employee(s) or the Union steward conducting such orientation, provided that the orientation does not impede normal operations, in accord with 5 ILCS 315/6(c-10)(1)(C). Such attendance by employees shall be on a voluntary basis.

Section 3.10 - Promotions and Suspensions

The Employer shall provide to the Union on a reasonable frequency a list of all employees covered by this Agreement who have been promoted or suspended.

Section 3.11 - Local Negotiating Team

Up to two (2) Members designated as being on the Local negotiating team who are scheduled to work on a day on which negotiations will occur shall, for the purpose of attending scheduled negotiations, be allowed to attend without loss of pay.

ARTICLE 4 – UNION SECURITY

Section 4.1 – Dues Deduction

The Employers shall make payroll deductions for Union dues, fees, assessments and PEOPLE contributions, in accordance with the terms of an employee's written authorization, signed by the employees covered by this Agreement. Written authorizations may be evidenced by electronic communications and electronic signatures of the employee. The Union may notify the Employer electronically of new membership authorizations, and shall be responsible for providing a copy of the proper authorization to the Employer. Nothing shall prevent the Union from changing or updating its regular authorization card, as provided by law.

The Employer shall honor employee's individual authorized deduction forms and shall make such deductions in the amounts certified by the Union for union dues, assessments, or fees and PEOPLE contributions, which will be the same dollar amount for each employee, depending on full-time, part-time or PRN status (at a rate of 75% or 50% of a full-time employee's dues), in order to ease the Employer's burden in administering this provision. The dues rate amount may be changed by the Union upon thirty (30) days prior written notice to the Employer. The dues shall be forwarded to the individual(s) designated by the Union to receive deductions within thirty (30) days of the date of the deduction. There is no impediment to an employee's right to resign Union membership at any time, in accordance with the terms of the authorization. Deductions shall remain in effect until the Employer receives notice from the Union that an employee has revoked their authorization in writing, in accordance with the terms of the authorization, or until the employee is no longer employed in a bargaining unit position. The Union shall indemnify the Employer for any damages and reasonable costs incurred for any claims made by employees for deductions made in good faith in reliance on the information provided by the Union regarding whether an authorization has been revoked, in accord with 5 ILCS 315(f-25).

Section 4.2 – Indemnification

The Union shall be responsible for notifying the Employers and providing to the Employers the employee's authorization for such payroll deductions or revocations, changes or cancellations of authorizations, as required by Public Act 101-0620. The Employers shall rely on information provided by the Union regarding whether deductions were properly authorized, revoked, cancelled or changed. The Union shall indemnify the Employer for any damage and reasonable costs incurred for any claims made by employees for deductions made in good faith in reliance upon the Union providing notification to the Employer of such authorizations for such deductions, cancellations, changes or revocations.

ARTICLE 5 – NON-DISCRIMINATION

Section 5.1 – Prohibition Against Discrimination – Public Relations Act

The Union and the Employer agree that no employee shall be discriminated against, intimidated, restrained, or coerced in the exercise or any rights granted under the Illinois Public Relations Act or by this Agreement or lawful activities on behalf of the Union or Employer.

Section 5.2 – Prohibition Against Discrimination – EEO

In accordance with applicable law, neither the Employer nor the Union will discriminate against any employee covered by this Agreement in a manner prohibited by law because of race, color, creed, religion, national origin, ancestry, sex, age, marital status, political belief, veteran status, or sensory, mental or physical disability.

Section 5.3 – Prohibition Against Discrimination – Union Memberships

Neither the Employer nor the Union shall interfere with the right of employees covered by the Agreement to become or not become members of the Union, and there shall be no discrimination against any such employees because of Union membership or non-membership or the exercise of their lawful rights.

Neither the Employer nor the Union shall discriminate, intimidate, restrain, or coerce any employee granted rights by law or by this Agreement.

Section 5.4 – Grievances

The parties agree that any violation of Section 5.2 of this Article may be grieved and processed through Step 3 in the Grievance Procedure, but no further.

ARTICLE 6 – SENIORITY

Section 6.1 – Probationary Period

All newly hired employees and employees transferred into the bargaining unit are probationary Employees. The probationary period for all newly hired employees and those persons transferred into the bargaining unit shall be twelve (12) months continuous employment, not including any paid or unpaid leave of absence, beginning from their hire date or their transfer date, unless otherwise specified by Law.

During the probationary period, an employee who fails to demonstrate the ability and qualifications necessary for satisfactory job performance or on the basis of any other reasons deemed sufficient by the Sheriff may be discharged for any reason not prohibited by law. A probationary employee shall have no recourse to the grievance procedure to contest any discipline imposed on the employee or to contest a discharge pursuant to this Section.

Section 6.2 – Definition of Seniority

For the purpose of this Agreement, seniority shall be defined as an employee's length of continuous employment with the Sheriff's Office as a Medical and/or Mental Health Professional, excluding time off due to layoff or any other unpaid leave of absence. PRN's shall not accrue seniority. Upon successful completion of the probationary period, an employee shall acquire seniority retroactive

to the employee's last date of hire in a full-time or part-time position included within the bargaining unit.

Seniority shall be applied as follows:

For Medical Professionals:

1) If a full-time or part-time employee is assigned to the Corrections Bureau, they shall use their Sheriff's Office hire date seniority for purposes of accruing benefits (*i.e.,* sick time, vacation time, etc.). PRN's shall not accrue such benefits.
2) When selecting/bidding for vacation time, an employee shall utilize their seniority date.

For Mental Health Professionals:

1) If a full-time or part-time employee is assigned to the Corrections Bureau, they shall use their Sheriff's Office hire date seniority for purposes of accruing benefits (*i.e.,* sick time, vacation time, etc.). PRN's shall not accrue such benefits.
2) When selecting/bidding for vacation time, an employee shall utilize their seniority date.

Section 6.3 – Seniority List

Upon the Union's request, the Employer will provide the Union with a seniority list setting forth each employee's seniority date. Only suspected errors that are brought to the Employers' attention within fourteen (14) calendar days of the list being provided to the Union may be corrected. Discrepancies that are identified after said fourteen (14) calendar days have expired may be raised at a subsequent furnishing of the seniority list.

Section 6.4 – Termination of Seniority

An employee's seniority (and the employment relationship) shall terminate upon the occurrence of any one of the following, if the employee:

a) quits or resigns; or
b) is discharged for just cause (probationary employees without cause); or
c) retires, or is retired; or
d) is absent for three (3) consecutive working days without notifying the Sheriff or his designee; or
e) falsifies the reason for a leave of absence or engages in gainful employment while on an authorized leave of absence; or
f) fails to return to work at the conclusion of an approved leave of absence or an approved extension thereof, unless the employee's failure to return and failure to obtain an extension are solely due to circumstances totally beyond the employee's control. For purposes of this paragraph, the Employer's denial of a request to extend a leave of absence shall require the employee to return to work upon the conclusion of the original approved leave of absence; or

g) is laid off for a period in excess of twenty-four (24) months or the length of the employee's employment with the Sheriff's Office, whichever is less; or
h) is laid off and fails to report for work within seven (7) calendar days after having been recalled; or
i) does not perform work for the Sheriff's Office for a period in excess of twenty-four (24) months.

Section 6.5 – Seniority While on Leave of Absence

Employees will continue to accrue seniority credit for an unpaid leave to the extent required by State or Federal law.

Section 6.6 – Accrual of Seniority

A member's hire date seniority continues to accrue during sick leave, time lost due to injury or illness on the job (up to one year maximum), and/or a military leave of absence as required by law.

ARTICLE 7 – DISCIPLINE AND DISCHARGE

Section 7.1 – Discipline

Disciplinary action may be imposed by the Sheriff or his designee(s) upon a post-probationary employee, but only for just cause. Discipline may be imposed upon probationary employees without just cause or recourse to the grievance procedure.

Discipline imposed on post-probationary bargaining unit members is solely and exclusively subject to review under the grievance procedure up to and including arbitration**.**

Any disciplinary suspensions may be imposed by the Sheriff and reviewed solely through appeal to an independent arbitrator. If the Sheriff terminates a post-probationary employee covered by this Agreement, the termination may be brought to the independent arbitrator.

Nothing in this Agreement is intended or should be construed to waive an employee's right to union representation during questioning that the employee reasonably believes may lead to discipline, as provided in *NLRB v. Weingarten*, 420 U.S. 251 (1975).

Section 7.2 – Pre-Discipline Meeting

Prior to the imposition of discipline greater than a written or oral reprimand, the Employer shall meet informally with the employee involved to inform him/her of the reason for contemplated disciplinary action. The employee shall then be allowed an opportunity to rebut or clarify the charges at this meeting. The Employee has a right to Union representation at this meeting.

Section 7.3 - Discipline - Progressive

Generally, discipline will be progressive and may include oral reprimand, written reprimand, suspension without pay or termination of employment. However, based on the severity of the offense or the employee's record, the Employer may initiate discipline at any level. The Employer will notify the employee in writing of any disciplinary action to be taken.

Section 7.4 – Limitations

The Employer shall recognize and/or utilize only that disciplinary history appropriately documented and currently filed in the employee's personnel files located in the Sheriff's Office of Professional Standards and Conduct and the Administrative Office. No other working files shall be utilized by other management staff for discipline.

Section 7.5 – Outside Employment While on Suspension Without Pay

No member may be denied the ability to obtain lawful employment while on suspension without pay, provided that the type of such outside employment is consistent with the type of employment allowed by the Rules and Regulations of the DuPage County Sheriff's Office. There shall be no limitation of hours worked while on suspension without pay.

Section 7.6 – Notice of Discipline

In the event disciplinary action is taken against an employee, other than oral discipline, the Employer shall furnish written notice to the employee, which shall state the reasons for such discipline, and the direction to the employee for future behavior. The Employer shall notify the employee of any discipline within ten (10) days of the completion of the Employer's investigation. A copy of such written notice should be maintained in the employee's personnel file.

ARTICLE 8 – GRIEVANCE PROCEDURE

Section 8.1 – Definition of Grievance

A grievance is defined as any difference, complaint or dispute between the Employer and the Union or any employee(s) regarding the application, meaning or interpretation of the provisions of this Agreement.

A grievance shall contain a complete statement of facts surrounding the grievance, the specific Articles and Sections of this Agreement allegedly violated and how such violation occurred, the date of the alleged violation and the relief sought. The grievance document shall be signed and dated by the Grievant and the Local representative. Only one subject matter shall be covered in any one grievance.

Section 8.2 – Class Grievance

The Union may file a Class Grievance, if it affects two (2) or more bargaining unit members whose grievances involve the same issues, interpretations, and contract provisions so that a decision as to one (1) grievant shall be decisive as to all members of the class. As such, Class Grievances will be submitted by the Steward/Local President or Union Representative. The written grievance shall contain a complete statement of facts surrounding the employees' complaint (including, but not limited to, the names of each bargaining unit member known to the Union at the time of filing, who is alleged to be entitled to relief), the specific Articles and Sections of this Agreement allegedly violated, the date of the alleged violation and the relief sought.

Section 8.3 – Use of the Grievance Procedure

All employees and the Union are urged to first seek review through this Grievance Procedure of an alleged violation of this Agreement before resorting to any other forum, *e.g.* administrative or judicial.

Section 8.4 – Step – 1

As a general rule, an employee who has a grievance should first attempt to resolve the grievance informally with the Health Services Administrator. If the Health Services Administrator is unable to resolve the grievance, the employee or union representative will submit the grievance in writing to the Health Services Administrator specifically indicating that the matter is a grievance under this Agreement. The written grievance shall contain a complete statement of facts surrounding the Employee's complaint (including, but not limited to, the name of the grievant), the specific Articles and Sections of this Agreement allegedly violated, the date of the alleged violation and the relief sought. The grievance document shall be signed and dated by the grievant and the Union representative.

All grievances must be presented in writing within ten (10) calendar days of the occurrence giving rise to the grievance, not including the day of the occurrence, or the date when the affected employee knew, or reasonably should have known. Any grievance not presented to the Health Services Administrator within the time stated above shall be deemed waived.

The Health Services Administrator shall provide an answer to the Employee in writing no later than ten (10) calendar days from the receipt of the Step 1 grievance generally stating whether the Employer is granting or denying the grievance. If the matter is not resolved at the first step of the Grievance Procedure, or the Health Services Administrator's response is not received within the ten (10) calendar days after the receipt of the Step 1 grievance, the Employee may proceed to Step 2 of the Grievance Procedure.

Section 8.5 – Step – 2

If the grievance is not resolved at Step 1, or the Health Services Administrator's response is not received within ten (10) calendar days of the Step One grievance, and the Employee or Union wishes to appeal the grievance to Step 2 of the Grievance Procedure, the appeal shall be submitted

to the Bureau Chief or designee within ten (10) calendar days after the receipt of the Health Services Administrator's written response to the Employee, not including the day the response was received, or the day the response was due, if no response was received, not including the day the response was due.

The written appeal shall generally state the basis upon which the Employee or Union believes the grievance was improperly denied at the previous step of the Grievance Procedure. In addition, for class grievances filed pursuant to Section 8.2 of this Agreement, the Union shall be required to provide the names of each bargaining unit member who is alleged to be entitled to relief that was not known at the time that the class grievance was filed at Step 1. The Bureau Chief or designee shall offer to meet and discuss the grievance with the grievant and an authorized representative from the Union. If no settlement of the grievance is reached, the Bureau Chief or designee shall provide a written response to the grievant within ten (10) calendar days after receiving the written Step 2 grievance, not including the day the Step 2 grievance was received, generally stating the basis upon which the Employer is denying the grievance.

Section 8.6 – Step – 3

If the grievance is not resolved at Step 2 or the Bureau Chief's or designee's response has not been received within ten (10) calendar days of the filing of the Step 2 grievance, and the Employee or Union wishes to appeal the grievance to Step 3 of the Grievance Procedure, the appeal shall be submitted in writing to the Sheriff, or his designee, within ten (10) calendar days after the receipt of the Bureau Chief's or designee's written response to the Employee, not including the day the response was received, or within ten (10) calendar days of the day the response was due, if no response was received, not including the day the response was due.

The written appeal shall generally state the basis upon which the Employee or Union believes the grievance was improperly denied at Step 2 of the Grievance Procedure. The Sheriff, or his designee, shall offer to meet and discuss the grievance with the grievant and an authorized representative of the Union. If no settlement of the grievance is reached, the Sheriff, or his designee, shall provide a written response to the grievant within ten (10) calendar days after receiving the written Step 3 Grievance, not including the day the response was received, generally stating the basis upon which the employer is denying the grievance.

Section 8.7 – Step – 4

If the grievance is not resolved at Step 3 of the Grievance Procedure, or the written answer to the grievant is not given to the Employee or Union in a timely manner, and the Union wishes to appeal the grievance from Step 3 of the Grievance Procedure, the grievance may be referred to arbitration. Notice that the Union is referring the dispute to arbitration shall be made to the Sheriff, or his designee, within twenty-eight (28) calendar days of receipt of the written answer at Step 3, not including the day the response was received, or within twenty-eight (28) calendar days of the day the response was due, if no response is received, not including the day the response was due. This time requirement may be waived by mutual agreement of each party.

If the grievance is appealed to arbitration, representatives of the Employer and the Union shall attempt to agree upon an arbitrator within seven (7) calendar days after the receipt of the notice of referral to arbitration. In the event the parties are unable to agree upon an arbitrator within said period, the parties shall jointly request a panel of seven (7) arbitrators from the Federal Mediation and Conciliation Service who are members of the National Academy of Arbitrators residing in Illinois. The parties shall alternately strike the name of an arbitrator, with the Union making the first strike. The person whose name remains shall be the arbitrator, provided that each party, before striking names, shall have the right to reject one (1) panel of arbitrators. The arbitrator shall be notified of his/her selection by a joint letter from the Employer and the Union requesting that he/she set a time and date for the hearing, subject to the availability of the Employer and the Union representatives. The arbitrator shall notify the Employer and the Union of the mutually agreed upon date and time of the hearing.

No more than one grievance may be submitted to an arbitrator at any one time, without the consent of both parties. The parties shall share equally the fees and expenses of the arbitrator, arbitration hearing (excluding Court Reporter costs), and any cost of the hearing room. The Employer and Union agree to be responsible for the costs of their own representative and witnesses, except that witnesses whose testimony occurs during their regular work hours shall be released from duty without loss of pay during their testimony.

Section 8.8 – Authority of the Arbitrator

The arbitrator shall have no right or authority to amend, modify, nullify, ignore, add to, or subtract from the provisions of the Agreement. The arbitrator shall consider and decide only the question as to whether there has been a violation, misinterpretation or misapplication of the specific provisions of this Agreement. The arbitrator shall only be empowered to determine the issue raised by the grievance as initially presented in writing and shall have no authority to make a decision on any issue not so submitted or raised. The arbitrator shall decide questions of arbitrability. The arbitrator shall be without power to make any decision or award which is contrary to or inconsistent with any applicable laws or rules and regulations of administrative bodies that have the force and effect of law. Such decision and award of the arbitrator shall be final and binding on the Employer, the Union, and the employee(s) involved, unless reversed on appeal in accordance with the provisions of the Uniform Arbitration Act and/or the Illinois Labor Relations Act.

Section 8.9 – Time Limits

Grievances may be withdrawn at any step of the procedure. If a grievance is not presented by the employee or the Union within the time limits set forth above, it shall be considered "waived" and may not be pursued further. If a grievance is not appealed to the next step within the specified time limit or any agreed extension thereof, it shall be considered resolved on the basis of the Sheriff's representative's last answer. Grievances not discussed or answered by the Employer within the designated time limits stated in this grievance procedure shall be viewed by the aggrieved employee as denied and the employee and/or the Union may elect to appeal the grievance to the next step of the grievance procedure. The parties may, by mutual agreement in writing, extend any of the time limits set forth in this Article, but no extension of time shall be implied by any action or inaction of either party, if not expressly stated in writing.

Section 8.10 – Information Requests

The Employer recognizes the legal rights of the Union to information necessary to process grievances. Upon request, the Employer will provide the Union with such information, as is required by law and the Union will respond in like fashion to any lawful Employer request for information.

Section 8.11 – Grievance Processing and Grievance Meetings

Employees and/or the Union representatives shall not investigate and/or file grievances or conduct other Union activity during their work time, without the express permission of the Sheriff or designee, which permission shall not be withheld unless such Union activity would impede normal operations, in accord with 5 ILCS 315/6(c-10)(1)(A), and only in a manner which will not disturb other employees who are working. Grievance meetings will take place during the regular working hours of the HSA, Bureau Chief, Sheriff or his designee. In the event that a grievance meeting(s) is scheduled by the Employer during the time the grievant(s) and/or Union representative or steward would otherwise be working, the grievant(s) and/or Union representative or steward shall be released from duty without loss of pay, in order to attend such meeting. Grievance meetings will not take place on holidays, during affected employee(s) vacations and during Employer-approved leaves of absence. Neither the Union's stewards, other Union representatives nor Union witnesses shall be compensated by the Employer for their attendance at arbitration hearings, except that witnesses whose testimony occurs during their regular work hours shall be released from duty without loss of pay during their testimony.

Section 8.12 Advanced Step Grievance Filing

Grievances may be filed at any step of the grievance procedure by mutual agreement of the parties.

Section 8.13 – Waiver of Grievance Procedure

If an employee seeks resolution of a grievance in any other forum (*e.g.*, administrative or judicial tribunal), the Employer shall have no obligation to entertain or proceed further with the matter pursuant to the grievance procedures. This Section shall not preclude class grievances from proceeding, and shall not have estoppel effect on the Union's right to proceed on a class grievance, but such class grievances shall exclude any employee who sought resolution of the grievance in another forum.

ARTICLE 9 – LAYOFF AND RECALL

Section 9.1 – Layoff

The Employer shall, in its sole discretion, determine whether layoffs are necessary. Although not limited to the following, layoffs shall ordinarily be for lack of work and/or lack of funds, an abolishment of or change in the duties of a position, or when reorganization occurs and the need for the position is eliminated. The Sheriff shall provide at least fourteen (14) calendar days

advance notice to the Union of a layoff. If a layoff is to occur, the Sheriff will provide at least 14 days' notice to any employee who is to be laid off.

The Employer shall determine in which job classifications a layoff will occur, and for purposes of this Article, full-time, part-time and PRN employees shall be considered separate classifications amongst the classifications listed in Section 1.1 of this Agreement (*e.g.*, full-time LPNs are a separate classification from part-time LPNs). If it is determined that layoffs are necessary, newly hired probationary employees in the bargaining unit in the impacted classification shall be laid off prior to any non-probationary bargaining unit employee in such classification. Employees will be laid off from the impacted classification(s), in accordance with reverse seniority, starting with the least senior member.

Section 9.2 - Recall

Employees who are laid off shall be placed on a recall list after the effective date of the layoff. If there is a recall in a classification, employees who are on the recall list shall be considered before external candidates, provided that the recalled employees are then qualified to perform the work in the job position to which they are recalled. Recall rights shall expire two (2) years after the effective date of the layoff. If the Sheriff determines to fill a vacancy in a bargaining unit classification, employees who have been laid off and who continue to have recall rights in that classification shall be offered the position in the reverse order of their layoff, if the Sheriff or designee determines that the laid off employee is qualified.

Section 9.3 - Severance Pay Policy

In the event of a layoff, and in lieu of impacts and effects bargaining, full-time employees covered by this Agreement shall receive severance pay, as enumerated in the following chart:

Years of Service	Hours Paid
1 year +1 day through 2 years	40
3 years + 1 day through 5 years	80
6 years + 1 day through 10 years	120
11 years +1 day through 15 years	160
16 years +1 day through 19 years	200
20 years or greater	240

Part-time employees shall receive the same severance pay set forth in the chart above, except such severance pay shall be pro-rated, based on the average weekly hours that the part-time employee works, compared to 40 hours per week.

Employees who receive retention benefits pursuant to Section 17.12 of this Agreement shall not be entitled to severance pay pursuant to this Section 9.3.

ARTICLE 10 – HOLIDAYS

Section 10.1 Holidays/Holiday Pay

For the term of this Agreement, there shall be 11* designated holidays for which all bargaining unit employees, except employees in PRN status, shall receive holiday pay. Such holidays shall be designated in writing by the Sheriff or his designee on or about September 1 of the prior year. Eligible full-time employees shall receive holiday pay on the first pay period in June in the amount of forty (40) hours of pay and on the first pay period in December in the amount of forty-eight (48) hours of pay at the regular straight-time hourly rate for each of those pay periods. All eligible part-time employees working more than twenty (20) hours per week, except employees in the classification of PRN, shall be eligible for Holiday Pay at a proportional rate, based on the number of hours they are regularly scheduled to work. Such proration shall be based upon the part-time employee's regularly scheduled weekly hours of work in comparison to forty (40) hours per week.

(* Should the County Board designate Juneteenth as a holiday, then Juneteenth shall be a recognized holiday under this collective bargaining agreement; and in that event, the first installment of holiday pay shall include forty-eight (48) hours of pay for all bargaining unit employees, except for PRNs.)

Section 10.2 – Eligibility

In order to be eligible for holiday pay, employees must have completed one year of service. During the first year of service, employees shall be compensated only for those holidays actually worked. If an employee terminates his employment with less than one year of service, he shall be paid only for those holidays actually worked. Subject to the provisions of Section 10.1 hereinabove, employees shall work all holidays that occur during their regular work shift.

In order for an employee to be eligible for holiday pay, the employee must work or take an approved leave, as designated in this Section, on the employee's last regularly scheduled work shift immediately preceding the holiday and the employee's first regularly scheduled work shift immediately following the holiday.

Additionally, if an employee is scheduled to work a designated holiday, they must work the holiday, unless off for approved leave, as designated in this Section. For purposes of this Section, "approved leave" includes only approved compensatory time, personal days and vacation time. Sick time is not considered an approved leave for purposes of holiday pay.

Section 10.3 - Advance Notice

Employees scheduled to work a holiday shall be given as much advance notice as practicable.

ARTICLE 11 – VACATION

Section 11.1 - Accrual of Benefits

All full-time bargaining unit employees covered by this Agreement shall be entitled to utilize vacation with pay, commencing on the first day of the month following satisfactory completion of probation. Vacation shall accrue on the first day of each month following the date of hire, in accordance with the schedule below.

YEARS OF CONTINUOUS SERVICE	VACATION HOURS ACCRUED ANNUALLY	ACCRUED HOURS PER MONTH	REGULAR HOURS WORKED PER WEEK
0 through the completion of the fourth (4th) year	80 Hours	6.67 Hours	40.00
Beginning of the fifth (5th) year through the completion of the ninth (9th) year	120 Hours	10.00 Hours	40.00
Beginning of the tenth (10th) year through the completion of the nineteenth (19th) year	160 Hours	13.33 Hours	40.00
The beginning of the twentieth (20th) year or more	200 Hours	16.67 Hours	40.00

Eligible part-time employees shall receive vacation time at a proportional rate, based on the number of hours they are regularly scheduled to work each week, compared to forty (40) hours. Such vacation time shall accrue on the first day of each month following the date of hire, but such vacation time shall not be utilized before the first day of the month following satisfactory completion of probation.

Employees in PRN status shall not receive or accrue vacation benefits.

Date of hire with the Sheriff's Office will be used for the purpose of calculating vacation time. Accrual of vacation time ceases during any medical or personal leave of absence of over thirty calendar (30) days.

Employees are eligible to use vacation in accordance with Section 11.1 of this Agreement, after it has accrued.

Section 11.2 - Vacation Pay

All vacation leave will be paid at the employee's base hourly rate, excluding shift and weekend differential. Effective December 1, 2021, vacation leave pay shall include shift and weekend differentials for vacation time actually used. Vacation hours shall count as time worked for the purposes of calculating overtime.

Day Before and Day After Vacation. Any employee that fails to report for duty on the last shift before and/or the first scheduled shift after vacation must provide medical proof of illness or injury in order to receive payment for the extended absence.

Section 11.3 - Use of Vacation Time and Cancellation

Vacation benefits may be taken in increments of the number of hours required to take off one complete scheduled shift, but no less, without prior authorization of the Health Services Administrator or designee. In addition, a "working day" for the purpose of this Article shall not include a day on which an employee is regularly scheduled off from duty. Consequently, an employee may elect to schedule his vacation time in conjunction with days off that the employee is regularly scheduled off from duty, without such regular days off being charged against his earned vacation accrual.

Vacation time shall be authorized on the basis of seniority with the Office. One person is allowed off per shift; more may be allowed, provided manpower needs are met and subject to approval by a non-bargaining unit supervisor. Supervisors that are responsible for the approval and submission of vacation schedules also have the authority to grant requests for changes in these schedules. Employees' scheduling requests or requested changes may or may not be granted, depending on operational needs, as determined by the Sheriff or his designee(s). Vacation dates may be changed or canceled by the Sheriff or his designee(s) in the event of exigent circumstances.

In the event of such cancellation, the re-scheduling will be accomplished in accordance with the provisions of this Agreement. In the event a covered employee shall experience out of pocket expenses incurred as a result of such cancellation, the employee shall submit written proof of such loss for the consideration of the Employer for purposes of reimbursement.

On or before November 1 of each year, the Health Services Administrator or designee shall post two (2) schedules for available vacation during the upcoming calendar year; one schedule for Mental Health Professionals, and one schedule for Medical Professionals. Employees shall select their vacation preferences in order of seniority, as applied to the Mental Health Professional schedule or the Medical Professional schedule, as applicable. There shall be four (4) vacation selection processes to be conducted, according to the following order of selection: full-time employees – full weeks; part-time employees – full weeks; full-time employees – less than full weeks; part-time employees – less than full weeks. The most senior employee shall have the first choice, then the next most senior employee shall have the second choice, and so on. Full-time employees may make one selection in the first round, consisting of full consecutive weeks, not to exceed two (2) weeks. After all full-time employees have made their first round selections, the process shall be repeated for full-time employees, until all full-time employees have had the opportunity to schedule all of their full week preferences. Following full-time employees' full week selections, the same process shall be repeated for part-time employees' full week preferences. After all part-time employees have had the opportunity to select all of their full week preferences, full-time employees shall schedule any less than full week vacation ("single days"), followed by part-time employees having the opportunity to schedule single days. The HSA shall be responsible for maintaining the vacation schedule, once approved, and ensuring that all requests

for vacation time use have been submitted by the requesting member in writing, prior to that member taking the vacation time.

After the vacation schedule has been established, no employee can "bump" another employee, regardless of seniority. Once the vacation schedule has been posted, any remaining "unscheduled" vacation days shall be taken on a daily first-requested, first received basis. No employee can "bump" another employee from an "unscheduled" vacation day once established, regardless of the employee's seniority.

Where vacation requests conflict and cannot be resolved by mutual agreement between the bargaining unit members involved, preference shall be given to the bargaining unit member making the earlier email request. However, conflicting requests made on the same day shall be resolved on the basis of bargaining unit seniority, staffing requirements and previous leaves received or vacation taken.

Section 11.4 - Payout of Vacation Benefits

Once an eligible employee has completed five (5) years of continuous service, they may elect to receive monetary payment for up to five (5) days or forty (40) hours of their earned vacation accrual at full value, in full day increments, as may be applicable for either full-time or part-time employees. For purposes of this Section 11.4, a "day" is defined as $1/10^{th}$ of the employee's normally scheduled bi-weekly work hours. Upon completion of fifteen (15) years of continuous service, an employee may elect to receive monetary payment for up to ten (10) days or eighty (80) hours of their earned vacation accrual at full value, in full day increments, as may be applicable for either full-time or part-time employees. An employee is eligible to receive this payment one (1) time per calendar year. If an eligible employee elects to sell vacation time, the "pay date" determines the calendar year. For example, if an employee is requesting a payment at the end of the year (December), the "pay date" is the following calendar year (January). An employee will not receive this payment, if the vacation time is unearned.

For an employee that has completed one (1) year or more of service, upon separation or layoff, the employee will receive monetary compensation for any accrued, unused vacation time, as described hereafter. Upon separation, employees will receive monetary compensation for all earned vacation time which consists of the number of vacation days currently accrued based on the employee's years of service and a maximum of ten (10) days of banked vacation time. This amount shall not exceed a maximum of thirty-five (35) days. Employees will receive any earned vacation payout on their last paycheck.

Section 11.5 - Vacation Carryover

It is expected that earned vacation will be taken during the calendar year. However, for full-time employees, up to eighty (80) hours of earned vacation time not taken during a calendar year may be carried over to the next year. If a full-time employee wants to carry over any amount in excess of eighty (80) hours of vacation, the employee must submit a written request to the Sheriff or designee and must receive written permission from the Sheriff or his designee, prior to the end of the calendar year. Such requests shall not be arbitrarily denied. Any vacation in excess of eighty

(80) hours which has been authorized to be carried over into the next calendar year shall be used within the first quarter of that calendar year, or if not used, shall be forfeited. Any vacation hours of a full-time employee in excess of eighty (80) hours that are carried over cannot be sold. For part-time employees, up to forty (40) hours of earned vacation time not taken during a calendar year may be carried over to the next calendar year. If a part-time employee wants to carry over any amount of vacation in excess of forty (40) hours, the employee must request and receive written permission from the Sheriff or his designee, prior to the end of the calendar year. Such requests shall not be arbitrarily denied. Any vacation in excess of forty (40) hours which has been authorized to be carried over by a part-time employee into the next calendar year shall be used within the first quarter of that calendar year, or if not used, shall be forfeited. Any vacation hours of a part-time employee in excess of forty (40) hours that are carried over cannot be sold.

Section 11.6 - Vacation Eligibility

All full-time and part-time employees who work a minimum of twenty (20) hours per week are eligible to use accrued vacation time, following its accrual, in accordance with Section 11.1 hereinabove.

ARTICLE 12 – SICK LEAVE

Section 12.1 - Definition

Employees covered by this Agreement, except employees in PRN status, shall be entitled to paid sick leave. Paid sick leave is a benefit in recognition that employees may occasionally be absent because of various illnesses or injuries. The Employer believes that employees should be protected against a loss of income because of such temporary absences. To the extent permitted by law, paid sick leave can only be used for an approved absence that falls under the following guidelines:

- Illness or injury of employee, employee's dependents or employee's family member.
- Emergency medical or dental care of the employee.
- Exposure to contagious disease and possible endangering of others by attendance on duty.
- Preventative care.
- Medical appointments or emergency medical or dental care for the employee's child, stepchild, spouse, domestic partner, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent or stepparent, subject to a limit equal to half of the employee's annual accrual, as set forth in Section 12.2 of this Agreement.

Section 12.2 - Sick Leave Accrual

Sick leave credits shall accrue during the initial probationary period of employment.

Sick time will be credited on a monthly basis for full-time employees, at a rate of 5.33 hours per month. Part-Time employees that are normally scheduled to work at least twenty (20) hours or more per week are eligible for sick leave at a proportional rate, based on the number of hours they

are regularly scheduled to work, per week, compared to forty (40) hours. Employees in PRN status shall not receive or accrue sick leave.

All eligible employees shall be allowed up to a maximum of one hundred twenty (120) days of sick leave accumulation. For purposes of this Article, a "day" is defined as $1/10^{th}$ of the employee's normally scheduled bi-weekly work hours.

Sick leave does not accrue during any personal leave of absence or any medical leave of absence greater than thirty (30) days. If the employee does not provide two weeks' notice of termination, sick leave credit will be forfeited.

Section 12.3 - Notification and Use of Sick Leave

The employee must directly notify the Health Service Administrator or Director of Nursing on the first day of absence at least two (2) hours prior to the start of the employee's work shift and every day thereafter when the employee is requesting paid sick leave for illness, injury, or a disabling condition, unless an exigent circumstance such as injury or hospitalization prevents giving such notice. Failure to properly or timely report an illness may be considered as absence without pay and may subject the employee to discipline, as well.

If the Sheriff or his designee does not consider circumstances adequate for the use of paid sick leave, additional documentation may be required, regardless of the number of shifts absent. If this additional documentation is not supplied, then the request for sick leave shall be denied, the time shall be charged to leave without pay, and discipline may be imposed.

Any employee determined by the Sheriff or his designee(s) to be abusing the provisions of the sick leave policy shall be subject to appropriate disciplinary action.

Accumulated paid sick leave shall be used in increments of no less than one full shift at a time, except that sick leave may be paid in partial shifts with the approval of the Sheriff or his designee.

Section 12.4 - Sick Leave Payout

The Employer will continue to provide sick leave payouts for accrued, unused and banked sick leave, in accordance with Policy 5.4, entitled "Sick Time," of the County's Personnel Policy Manual, as was in effect on July 15, 2018, a copy of which is attached hereto as Appendix A.

Section 12.5 - Notification of Balances

Employees, upon request, shall be notified in writing of all forms of leaves balances, including vacation, sick leave, holidays, etc., no more than semi-annually.

Section 12.6 - Personal Days

Full-time bargaining unit members are eligible for personal days. Part-time employees, except employees in PRN status, that are normally scheduled to work at least twenty (20) hours or more per week, are eligible for personal days. Newly hired employees must successfully complete six months of the required probationary period, before they are eligible for personal days.

Except in the case of initial hiring, eligible full-time and part-time employees shall be awarded five (5) Personal Days per year. For purposes of this Article, a "day" shall be defined as $1/10^{th}$ of the employee's normally scheduled bi-weekly work hours. During the first calendar year of employment, the employee shall be awarded personal days on a pro-rated basis, after completing the first six months of the probationary period, as follows:

Date of Hire Occurs In:	Eligible For
January – March	5 Days
April – June	3 Days
July - September	1 Day
October – December	None

Employees wishing to use a personal day shall make his/her request in writing at least (2) days in advance of the date requested. Use of a personal day shall not be unreasonably denied by management.

An employee who separates employment will not receive payment for unused personal days. Personal days may not be carried over into the next year.

Section 12.7 – Waiver of Paid Leave for All Workers Act

In consideration of the Employers agreeing to provide paid sick leave, vacation leave, personal leave and bereavement leave, bargaining unit members hereby waive the paid leave provided by the Paid Leave for All Workers Act (820 ILCS 192/1), and all provisions of said Act.

ARTICLE 13 – LEAVES OF ABSENCE

Section 13.1 - Military Leave

Employer agrees to comply with all applicable Federal and State laws relative to military service of employees.

Section 13.2 - Family Medical Leave

The Employer will comply with all Federal and State laws when granting Family Medical Leave, and with the Family Medical Leave Policy of the Sheriff's Office (PER 1-1, Section BE), and may take any actions not inconsistent with such laws or the terms of this Agreement. Any dispute over an alleged violation of this Section 13.2 may be pursued through the appropriate step in the grievance procedure, but shall not be subject to arbitration.

Section 13.3 - Bereavement/Funeral Leave

When a death occurs in an employee's immediate family, all bargaining unit employees covered by this Agreement, except PRNs, upon request, may substitute for up to three (3) consecutive working shifts (a shift being defined as $1/10^{th}$ of the employee's normally scheduled bi-weekly work hours), of the otherwise unpaid bereavement leave that is provided pursuant to the Family Bereavement Leave Act (820 ILCS 154/1 *et seq.*) for the purpose of preparing for and attending the services and to handle personal affairs before or after the services.

To qualify for such paid funeral leave, an employee must notify the Bureau Chief or designee of the need for funeral leave as soon as possible. An eligible employee shall be paid funeral leave at his normal straight time daily rate of pay for any such day or days on which he is excused, but would have otherwise been scheduled to work.

For the purposes of this policy, "immediate family" members include: parent, child, mother-in-law, father-in-law, stepparent, stepchild, grandparent, spouse, sibling, sister-in-law, brother-in-law, grandparent-in-law, half-sister, half-brother, grandchild or domestic partner.

Any additional time off will be charged to, and limited by, any accrued sick leave and vacation time. Funeral leave is subject to the approval of the Bureau Chief or designee(s) and will require written documentation declaring the relationship to the employee, the date and the place of the funeral and proof of attendance, when requested, before payment is made.

An employee shall notify his Bureau Chief or designee as soon as practicable, immediately following the death of an immediate family member, for purposes of the use of authorized paid funeral leave.

The Employers shall otherwise comply with the Family Bereavement Leave Act (820 ILCS 154/1 *et seq.*).

Section 13.4 - Personal Leave of Absence

Employees may request a Personal Leave of Absence in accordance with Policy 5.5, entitled "Personal Leave," of the County's Personnel Policy Manual, which may be amended from time to time.

Section 13.5 - Occupational Disability/ Worker's Compensation

The Employer will follow State and Federal laws which provide for protection of employees experiencing occupational disabilities through accidents or illness in the course of employment. The employees covered by this Agreement shall receive occupational disability benefits in accordance with the Workers' Compensation Policy, Policy 6.3, entitled "Worker's Compensation," of the County's Personnel Policy Manual. If a conflict arises, State and Federal laws shall supersede Policy 6.3.

Section 13.6 - Non-Occupational Disability

The employees covered by this Agreement shall receive non-occupational disability benefits in accordance with the IMRF Policy from Policy 6.2, entitled "Illinois Municipal Retirement Fund," of the County's Personnel Policy Manual. These benefits are provided by IMRF and not by the Employer. IMRF is the sole authority for determining eligibility for such benefits.

Section 13.7 - Return to Work

Prior to returning to work from a disability, the employee must obtain a written statement from a licensed care provider indicating the employee's ability to perform the essential job functions and the end date of the disabling condition. The Employer will follow State and Federal laws which provide for protection of employees experiencing occupational disabilities through accidents or illness in the course of employment.

An employee who sustains a work-related injury must notify the immediate supervisor as soon as possible, provide documentation of the injury/illness, and meet deadlines, as required.

ARTICLE 14 - HOURS OF WORK AND OVERTIME

Section 14.1 - No Guarantee

This Article is intended to describe the normal hours of work for bargaining unit personnel. This Article shall not provide a guarantee of any certain number of hours of work per day, per week, or per work cycle, nor shall it be construed as a minimum or maximum work schedule.

Section 14.2 - Normal Work Hours/Meal Breaks

The normal work schedule for full-time Professional Medical staff shall consist of a combination of twelve and one-half (12½) and eight and one-half (8½) hour shifts, as specified in the following paragraphs, such that the employee is normally scheduled to work 80 hours in a two week work period, in accordance with Section 207(b) of the Fair Labor Standards Act and Section 4a(2)(J) of the Illinois Minimum Wage Law (820 ILCS 105/4a(2)(J)). The normal work schedule for part-time Medical Professional staff shall consist of twelve and one-half (12½) hour shifts, as specified in the following paragraphs. Except in an emergency, changes in the current normal workdays, work schedules or work period may only be made by the Sheriff or his designee(s). Full-time Mental Health Professionals (*e.g.*, Licensed Clinical Psychologist, Licensed Clinical Professional Counselor) generally shall work an eight and one-half (8½) hour shift. Part-time Mental Health Professionals shall work a flexible schedule, as determined by the Sheriff or designee, currently a five (5) hour shift on Mondays through Fridays, and a ten (10) hour shift on weekends. PRN's shall work a flexible schedule, to be determined by the Sheriff or designee.

All Professional Medical Employees working a twelve and one-half (12½) hours shift shall be granted, during each shift, a meal period of 60 minutes, 30 minutes of which is paid and 30 minutes of which is unpaid. All Professional Medical Employees working an eight and one-half (8½) hours shift shall be granted, during each shift, a meal period of 60 minutes, 30 minutes of which is paid

and 30 minutes of which is unpaid. A meal period shall not be taken until the employee is properly relieved. If the employee's Immediate Supervisor is unable to relieve an employee for an entire meal period, the employee shall be compensated for actual time in excess of 30 minutes (*i.e.*, the paid portion of the meal period) worked at the appropriate rate. Employees working twelve and one-half (12½) hour shifts are not to receive their meal period within the first or last hour of the shift.

Mental Health Professionals and Dental Assistants assigned to work in the jail include both full-time, part-time and PRN employees. Any such employee working a shift in excess of seven and one-half (7.5) continuous hours shall be granted a meal period of 60 minutes, 30 minutes of which is paid and 30 minutes of which is unpaid. If the employee's immediate supervisor is unable to relieve an employee for an entire meal period, the employee shall be compensated for actual time in excess of 30 minutes (*i.e.*, the paid portion of the meal period) worked at the appropriate rate.

Section 14.3 – Work Schedules by Unit

The Sheriff or his designee shall schedule employees, according to the following:

Medical Professional Hours

12 ½ hour shifts:

Days:	0600 – 1830 hours
Nights:	1800 – 0630 hours

8½ hour shifts:

Days:	1000 – 1830 hours
Nights:	2200 – 0630 hours

Dental Assistant

The hours for the Dental Assistant shall be based on operational need, as defined by the Health Services Administrator.

Mental Health Unit Hours

Full-Time Mental Health Professionals

Full-time Mental Health Professionals shall be assigned to work either a day shift or an afternoon shift. Full-time Mental Health Professionals shall be required to rotate their schedule every four (4) weeks, so that each full-time Mental Health Professional shall be required to work consecutive Saturdays and Sundays, with such weekend work requirement to be evenly distributed by the HSA to all full-time Mental Health Professionals. Any changes to the schedule will be presented to the bargaining unit members with reasonable notice, in line with Section 14.4. No schedule changes will be made solely to avoid overtime, and employees shall not be required to flex their schedules solely to avoid overtime.

8½ hour shifts:

Days:	0800-1630
Afternoons:	1200-2030

Part-Time Mental Health Professionals and PRNs

As determined by the Sheriff or designee

Section 14.4 - Work Schedules and Posting of Schedules

The schedule for full-time Medical Professionals will be fixed and posted on an annual basis. The schedule for part-time Medical Professionals and PRNs shall be determined by the Sheriff or designee. The schedule for Mental Health Professionals shall be posted on an annual basis, in line with current practice.

All schedules may be changed by the Sheriff or his designee(s) for operational reasons, with reasonable notice.

If management is considering a permanent schedule change (*i.e.*, days to nights), management will provide no less than appropriate notice of fourteen (14) days to the employee.

Section 14.5 - Shift Assignments

Shift assignments will be made by the Employer, taking into account qualifications and certifications. A Registered Nurse shall be required to be working on each shift. If, during the year, an opening for a Medical Professional becomes available on the day shift, the Employer shall issue a letter or e-mail to members of the bargaining unit notifying them of the opening. The opening shall remain open for no less than fourteen (14) days from the date of notification. The Health Services Administrator shall fill such opening based upon the Health Services Administrator's determination of qualifications and certifications. When there are two or more applicants that are substantially equal in their qualifications, the most senior applicant will be selected. For openings on a night shift, the Employer may fill the shift in its discretion, with either a new hire or by posting the opening for fourteen (14) days and filling with a bargaining unit member based upon the Health Services Administrator's determination of qualifications and certifications.

Section 14.6 - Shift Exchange - Medical Department Professionals

The Employer realizes that there are occasions when it may be beneficial to both employees and the Employer for employees to be allowed to exchange an RDO (regular day off) with another. Therefore, to best accommodate the personal needs of the employee, employees in the same professional unit (*i.e.*, Medical Professionals for Medical Professionals; Mental Health Professionals for Mental Health Professionals) are granted the privilege of requesting to exchange scheduled work shifts, which requests may not unreasonably be denied.

The day(s) exchanged must be completed within fifty-six (56) days of each other and shall be limited to any normal workday that personnel are scheduled to work within that professional unit. The employee requesting the exchange must complete the exchange day report and submit it to the HSA and/or DON.

Section 14.7 – Overtime and Hours Worked

The Employers are deemed to have elected the overtime exemption permitted pursuant to section 207(b)(2) of the Fair Labor Standards Act (29 U.S.C. § 207(b)(2)) and Section 4a(2)(J) of the Illinois Minimum Wage Law (820 ILCS 105/4a(2)(J), and to have established a "Section 7(b) plan" for full-time Medical Professionals who will work on average 40 hours of work per week over a 52 week period, with such employees working a minimum of 1840 hours and not to exceed 2240 hours in a 52 week period. Full-time Medical Professionals who work in excess of a twelve (12) hour shift**,** or who work in excess of forty (40) hours in any work week in which they are regularly scheduled to work three (3) shifts, or who work in excess of forty-eight (48) hours in any work week in which they are regularly scheduled to work four (4) shifts shall be entitled to compensation at a rate of one and one-half (1½) times their regular hourly rate of pay for any actual work performed in excess of twelve (12) hours in any workday or in excess of those specified hours in any work week, as described hereinabove.

Full-time Mental Health Professionals who work in excess of forty (40) hours in a work week shall be compensated at a rate of one and one-half (1½) times their regular hourly rate of pay for any actual work performed in excess of forty (40) hours in a work week.

For purposes of this Article, "hours worked" shall include hours paid but not worked, including vacation, personal day or compensatory time off, but shall exclude sick time utilized. Nothing in this Agreement shall be construed to require the Sheriff or his designee(s) to fill any vacancy.

Section 14.8 - Overtime Distribution

It is understood that a reasonable amount of overtime shall be expected as part of the job. Overtime shall be offered to employees within the professional unit in which overtime is needed. For the purpose of distributing overtime on a basis that allows everyone in the bargaining unit a reasonably equal opportunity to select overtime assignments, voluntary overtime assignments shall be distributed in the following manner:

First, overtime shall be offered to employees in PRN status, at the Sheriff's discretion. If no PRN employee accepts the overtime assignment, then it shall be offered to part-time employees on duty on the basis of a list utilizing seniority order. If no on-duty part-time employee accepts the overtime opportunity, such overtime shall be offered to off-duty part-time employees, on the basis of seniority order on the list. If no part-time employee accepts the overtime opportunity, such overtime shall be offered to full-time employees not on duty on the basis of seniority order on the list (on a rotating basis for all overtime). The first opportunity for overtime shall be offered on the basis of seniority order on the list. If the first opportunity is worked or refused, the person working or refusing shall be charged with the hours. The next opportunity will be offered to the next most senior person with the least amount of overtime hours. In the event that employees on the seniority

list have declined the overtime opportunity, and there are an insufficient number of volunteers, the Sheriff or designee shall order the necessary qualified employees to perform the overtime work by holding over the full-time employees on that shift, beginning with the least senior employee. Such employee shall then move to the bottom of the overtime seniority list for that shift, resulting in a rotation of the employees who are held over. If the Employer is not able to obtain the required number of employees to perform such overtime work, the Sheriff or designee shall have the right to have such work performed by non-bargaining unit employees or to contract out such overtime work.

Section 14.9 - No Pyramiding

Compensation shall not be paid more than once for the same hours under any provision of this Agreement. There shall be no pyramiding of overtime or premium compensation rates.

Section 14.10 - Attendance at Court, Coroner Inquest, or Administrative Hearings

Jury Duty - Employees who are called to serve on a jury during their scheduled work shift shall be granted a leave of absence with pay for the time they are required to serve on the jury, less payment received for acting as a juror. If the Employee serves on a jury on his/her day off, said Employee shall not be compensated by the Employers.

The Employee shall present the court document which gives instructions to report for jury duty to the Sheriff or the Sheriff's Designee. The Employee shall present a copy of the Jury Duty Payment check received to serve on the jury to the Sheriff or the Sheriff's Designee. If an Employee is released from jury duty prior to the middle of his scheduled work shift, the Employee shall return to work for the remainder of the work shift.

All Employee benefits will continue in effect during jury duty. Seniority shall accrue while an Employee serves on a Jury Duty during their scheduled work shift.

Depositions - Employees who are required to give a Deposition in connection with their official duties on behalf of the County or Sheriff shall, as soon as possible provide notice to their supervisor to make arrangements for shift coverage, if necessary. Employees who are required to give a Deposition in connection with their official duties on behalf of the County or Sheriff shall be reimbursed for those hours they are required to give the Deposition, less payment received for giving the Deposition.

The Employee shall submit documentation, as soon as possible, evidencing that he gave the Deposition to the Sheriff or his Designee along with a copy of the witness fee received to give the Deposition. If an Employee is released from giving a deposition prior to the end of his scheduled work shift, the Employee shall return to work for the remainder of the work shift. All Employee benefits will continue in effect during the performance of deposition duties. Employees who appear for a Deposition who are Plaintiffs in any action against the Sheriff and/or the County shall not be paid for time away from work.

Court Appearances - Employees who appear in Court as the plaintiff, witness, or defendant in any action not directly related to his official duty shall not be paid for time away from work unless that time is accrued vacation or compensatory time. Such appearance shall not be in a Sheriff's Office Uniform and/or any clothing which tends to identify the Employee as being associated with the DuPage County Sheriff's Office. Employees who appear in Court who are Plaintiffs in any action against the Sheriff and/or the County shall not be paid for time away from work unless that time is accrued vacation or compensatory time.

Employees who are required to appear in Court on their off-duty hours in connection with their official duties on behalf of the County/Sheriff shall receive a minimum of three (3) hours or the actual time worked, whichever is greater, at the appropriate rate. Court time shall be counted as time worked for purposes of calculating overtime. If a court time immediately precedes or follows an Employee's scheduled shift, then the Employee shall be compensated for only the actual time spent prior to, or after their scheduled shift. Employees on "stand by" to attend court during their off duty time shall be guaranteed two (2) hours of overtime for such stand by.

An Employee called to testify in his official capacity on behalf of the Sheriff, and is compensated by the County/Sheriff for his time, shall turn over to the County any witness fees paid.

Conferences - Employees who are required to attend conferences with Assistant State's Attorneys or Special Assistant State's Attorneys in connection with their official duties on behalf of the Sheriff that overlap from either on-duty time to off-duty time or off-duty time to on-duty time will be paid at the appropriate rate while off duty.

Hearing - If an Employee is required to attend an administrative hearing while off duty, in connection with their official duties on behalf of the Sheriff, whether to answer charges or to testify as a witness, the Employee will be paid at the appropriate rate while off duty. If the Employee is subpoenaed by the Union on their off-duty time for any hearing they will not be compensated by the Employer.

ARTICLE 15 – INSURANCE

Section 15.1 - Benefits and Premiums

Full-time bargaining unit employees shall continue to receive the same health, dental and other insurance benefit options as other DuPage County employees at the same employee/dependent premium cost(s) as the majority of all other DuPage County employees.

In no event will bargaining unit employees receive less health or dental benefit for the insurance option they choose than the majority of all other DuPage County employees who choose that same option.

Pursuant to Policy 6.1, entitled "Medical and Dental Insurance," of the County's Personnel Policy Manual, all employees working more than 30 hours per week shall be provided Medical and Dental Insurance.

Life Insurance - The Employer agrees to provide a life insurance policy in the amount that is offered to other DuPage County employees, at no cost to the employee. Employees will be given the option to purchase additional life insurance.

Section 15.2 - Survivor's Benefits

The Employer agrees to provide health insurance benefits to the surviving spouse of an employee as outlined in the provisions of the Illinois Compiled Statutes.

ARTICLE 16 – WAGES

Section 16.1 - Wage Increases

Current employees in all job classifications who are covered by this Agreement and who were hired on or before December 1, 2024 shall receive a 3.5% pay increase retroactive to the first pay period following December 1, 2024.

All bargaining unit employees covered by this Agreement shall receive a 3.0% pay increase effective the first pay period following December 1, 2025.

All bargaining unit employees covered by this Agreement shall receive a 3.0% pay increase effective the first pay period following December 1, 2026.

All bargaining unit employees covered by this Agreement shall receive a 3.0% pay increase effective the first pay period following December 1, 2027.

Section 16.2 - Starting Pay/One-Time Wage Adjustment

(a) Starting Pay for New Hires. The Employer reserves the right to establish the starting pay for any new hires. Effective May 24, 2025, the minimum starting straight time hourly wage for bargaining unit members who are hired on or after May 24, 2025 shall be as follows (these are starting pay rates, not a step pay plan through which an employee advances):

Minimum Years of License	Registered Nurse (RN)	Licensed Practical Nurse (LPN)
0	$38.55	$31.00
1 thru 2	$39.55	$32.00
3 thru 4	$40.55	$33.00
5 thru 6	$41.55	$34.00
7 thru 8	$42.55	$35.00
9 thru 10	$43.55	$36.00
11+	$44.55	$37.00

Minimum Years of License	Part-Time Licensed Professional Counselor/Licensed Social Worker (LPC/LSW)	Full-Time Licensed Professional Counselor/Licensed Social Worker (LPC/LSW)
0	$31.20	$31.20
1 thru 4	$33.31	$33.31
5 thru 7	$35.42	$35.42
8+	$36.00	$36.00

Minimum Years of License	Part-Time Licensed Clinical Professional Counselor/Licensed Clinical Social Worker (LCPC/LCSW)	Full-Time Licensed Clinical Professional Counselor/Licensed Clinical Social Worker (LCPC/LCSW)
0	$40.12	$40.12
1 thru 4	$42.23	$42.23
5 thru 7	$44.34	$44.34
8+	$45.00	$45.00

Minimum Years of License	Licensed Clinical Psychologist (LCP)
0	$57.03
1 thru 4	$59.00
5 thru 7	$61.50
8+	$62.00

Years of Experience	Dental Assistant
0	$22.61
1 thru 4	$23.61
5 thru 7	$24.61
8+	$25.00

The parties agree that the minimum starting rates set forth above shall increase by 3.0% effective retroactive to the first pay period following December 1, 2025; shall increase by 3.0% effective the first pay period following December 1, 2026; and shall increase by 3.0% effective the first pay period following December 1, 2027. The parties agree that the Employers may pay newly-hired employees a starting wage above the minimum starting wages set forth above.

(b) <u>One-Time Adjustment for Employees on Payroll as of May 24, 2025</u>. Effective May 24, 2025, bargaining unit members who are on the payroll on May 24, 2025 shall receive a one-time adjustment, based on either Years of License or Years of Experience, according to the wages specified in Section 16.2(a) above. For purposes of application of this Section 16.2(b), neither the wages set forth above in Section 16.2(a) nor the placement of employees on those charts shall change after the one-time adjustment is paid following May 24, 2025. Thereafter, wage increases for employees who are on the payroll on May 24, 2025, and who have been adjusted pursuant to this Section 16.2(b), shall be limited to those described in Section 16.1 of this Agreement.

Section 16.3 - Call Back Pay

A "call back" is defined as an official assignment of work, which does not continuously precede or follow an employee's scheduled working hours. Employees reporting back to the Employers' premises for a call back shall be paid a minimum of two (2) hours pay at the applicable rate of the affected Employee, beginning at the time of arrival at the designated location and ending at the completion of the assignment or reason for call back. The provision of the two (2) hour minimum shall not apply if an employee is called back to correct their own error, wherein they shall only be compensated for time worked.

Section 16.4 - Shift Differential

A shift differential shall be added to an employee's base wage as follows:

For Licensed Practical Nurses and Registered Nurses, not including PRNs or Head Nurses:
2nd Shift: $2.50 per hour

In addition to their base wage and shift differential above, Licensed Practical Nurses and Registered Nurses, not including PRNs or Head Nurses, shall receive an additional $0.50 per hour for all hours worked on the weekend.

Section 16.5 - Head Nurse Differential

The Health Services Administrator will determine to which shifts a Head Nurse will be assigned. It should be noted that Head Nurses are not assigned to each shift. Any Head Nurse who is assigned by the Health Services Administrator to work and who is designated by the Health Services Administrator to work in such capacity shall be paid a differential of $3.50/hr., in addition to the employee's base wage, for any such hours worked as a Head Nurse. The Health Services Administrator will designate who may be assigned charge responsibilities. The nurse assigned to charge responsibilities must be deemed qualified as defined by the Health Services Administrator.

Section 16.6 - PRN Compensation

Medical Professionals and Mental Health Professionals in PRN status shall be scheduled as needed. Effective upon execution of this Agreement, the minimum hourly rate for a PRN in the LPN classification shall be $$1.00 above the minimum for LPNs with zero (0) years of experience, as set forth in Section 16.2(a), and the minimum hourly rate of pay for a PRN in the RN classification shall be $$1.00 above the minimum for RNs with zero (0) years of experience, as set forth in Section 16.2(a). The maximum hourly rate for a PRN in Mental Health Professional categories shall be $1.00 above the minimum for the LCPC license with zero (0) years of experience, as set forth in Section 16.2(a). To remain in active PRN status, an employee is required to work forty-eight (48) hours a month and two holidays a year. A PRN employee is eligible for annual base wage increases, in accordance with this Agreement.

Section 16.7 – Training

All bargaining unit members are expected to share their skills and knowledge with other bargaining unit members, as part of their regular duties. Commencing December 1, 2025, or upon execution of the contract, the Employer shall designate one or more employees to be trainers of new hires, and such employees who are designated as a trainer shall receive a stipend of $500.00 following each contract year (December 1 – November 30) of service as a trainer.

ARTICLE 17 – MISCELLANEOUS

Section 17.1 - Printing of Agreement

The Union shall have the contract and any agreed upon Memoranda of Understanding printed, and the Employer shall be provided five (5) copies and all employees shall be provided a copy.

Section 17.2 - Personnel Files

Any employee may inspect his or her own personnel file twice a year as per the Personnel Record Review Act. This may be done at any time which is mutually convenient to the Sheriff's Office and the employee. During this inspection, a personnel staff member must accompany the employee.

Section 17.3 - Resignation: Voluntary Termination

Employees are required to submit their intent to resign, in writing, fourteen (14) days prior to the effective date of said resignation. Failure to give proper notification of resignation will result in the Employee's ineligibility for rehire or recommendation.

Section 17.4 - Reimbursement of Training, Continuing Education, and Equipment Expenses

Employees required to attend training shall be reimbursed for expenses relating specifically to such training in accordance with current DuPage County Travel/Business Reimbursement Regulations or as such regulations shall be modified or changed from time to time.

The employee shall be reimbursed for costs incurred in connection with attendance at certain Office authorized training courses, whether held within or outside of DuPage County, as approved by the Bureau Chief prior to the attendance of the course.

Any employee who wishes to voluntarily separate their employment within one year after completion of any specialized training provided by the Sheriff's Office understands that the costs of said training, uniforms and equipment provided, will be withheld from any final compensation or payments due to them from the DuPage County Sheriff's Office.

Employees attending training, at the direction of the Office, shall be reimbursed for expenses relating specifically to such training, in accordance with then existing reimbursement regulations.

The Employer agrees to notify bargaining unit members of any required face to face continuing education opportunities that are offered by the Employers or their affiliates.

Section 17.5 - Outside Employment

Employees covered by this Agreement who wish to work outside employment will submit their requests in writing to the Sheriff on the form approved by the Sheriff. Approval of such outside employment requests shall not be unreasonably denied by the Sheriff. Employees employed at the time of this Agreement will be allowed to maintain their dual employment status, provided the Sheriff or HSA continues to approve and provided that such outside employment is not in conflict with operational needs.

Section 17.6 - Rules and Regulations

Unless otherwise stated and agreed to in this Agreement, Sheriff's Office General Orders, Rules, Regulations, and DuPage County Policies shall be updated regularly to maintain compliance with all applicable codes and laws, including standards as determined by any accrediting body. Employees covered by this Agreement shall be provided access to a copy of such rules, regulations, general orders and/or policies and procedures. Employees covered by this Agreement shall follow such rules, regulations, guidelines, policies and procedures, unless otherwise stated in this Agreement.

Section 17.7 - Tuition Reimbursement

The employees covered by this Agreement shall receive tuition reimbursement benefits in accordance with Policy 6.4, entitled "Tuition Reimbursement," from the County's Personnel Policy Manual, as amended from time to time.

Section 17.8 - Adoption Assistance

The employees covered by this Agreement shall receive adoption assistance in accordance with Policy 6.7, entitled "Adoption Assistance," from the County's Personnel Policy Manual, as amended from time to time.

Section 17.9 - Pension Plan/Retirement

Some members may also be covered by a pension plan, as provided through the Illinois Municipal Retirement Fund as governed by Policy 6.2, entitled "Illinois Municipal Retirement Fund," of the County's Personnel Policy Manual, as amended from time to time.

Section 17.10 - Training Courses

Full-time employees may be given the opportunity to attend Sheriff's Office approved classes to further their education and improve job performance. Employees may be required to alter their regular work schedule to attend these Sheriff's Office approved classes. Mandatory classes attended during off-duty time will result in payment at the appropriate rate.

Section 17.11 – Grooming Standards

Employees are expected to maintain a professional look at all times while on duty, pursuant to Sheriff's Personnel Policy PER 1-9.2 - "Appearance," which will be made available to members of this bargaining unit.

Section 17.12 - Employee Retention Program

A. ELIGIBILITY

1. All bargaining unit members who participated in the Illinois Municipal Retirement Fund and began their employment with DuPage County on or before November 30, 2002.

2. Eligibility begins at age fifty-five (55) and ten (10) years of continuous service or twenty (20) years of continuous service, independent of age.

B. GUIDELINES

1. At the time of voluntary separation or layoff, retention benefits will be paid based on the following schedule and eligibility:

Continuous Years of Service	Total Days
10 years	50 days
15 years	90 days
20 years	120 days

2. For purposes of this policy, continuous service will be calculated from the earlier date of hire with DuPage County, unless there has been a gap of over one year, in which case the most recent date of employment would be used to calculate retention benefits. Last day worked will be considered the final day of service.

C. PROCEDURES

1. Payment for applicable days will be made upon notice of separation.

2. If gap in service is one (1) year or less, any retention paid previously will be deducted from future retention payouts.

3. Pay will be calculated by using the following formula: a day will be calculated as one-tenth ($1/10^{th}$) of the normally scheduled bi-weekly work hours.

4. Employees who sign a formal notice of separation may receive payment for retention benefits up to six (6) months prior to their separation date.

EXCEPTIONS

1. Employees who are involuntarily terminated are not eligible for this program.

2. Employees who have voluntarily resigned due to a conviction are not eligible for this program.

Section 17.13 – Light Duty

The Employers will make a reasonable effort to provide a light duty assignment to eligible bargaining unit employees, as may be determined eligible by the Employers, in accordance with Sheriff's Office Policy 1008.

Section 17.14 – Parental Leave

All full-time bargaining unit members who have worked at least 1,250 hours during the twelve (12) months preceding the qualifying event and who have completed twelve (12) months of service are eligible to receive Parental Time, in order to care for and bond with a newborn or newly adopted child.

A. An eligible employee will be entitled to up to a total of six (6) work weeks of paid Parental Time during a designated twelve (12) months and to be used within six (6) months following the event for one or more of the following:

   1. The birth and care of the newborn child of the employee.

   2. The placement of a child, younger than 18, with the employee for adoption. The adoption of a new spouse's child is excluded from this Section.

B. The Sheriff's Office uses a rolling twelve (12) month calendar to calculate an employee's eligibility for Parental Time, measured backward from the date of the qualified event.

C. All eligible employees must be covered on an approved leave of absence, either Family Medical Leave (Section 13.3 of this Agreement) or Personal Leave of Absence (Section 13.6 of this Agreement) to be eligible to receive Parental Time.

D. Employees who qualify for Parental Time will be required to use Parental Time before other paid time.

E. Parental Time shall run concurrently with Family Medical Leave (Section 13.2 of this Agreement).

F. In most circumstances, an employee may be required to use any accrued vacation time, sick time, and compensatory time during any portion of a leave after Parental Time has been exhausted, providing this does not interfere with eligibility for IMRF disability.

G. Eligible employees will receive a maximum of six (6) work weeks of Parental Time per birth or adoption of child/children. The Parental Time must be taken in blocks of time and used within six (6) months following the birth or adoption of the child/children. The fact that a multiple birth or adoption occurs (*e.g.*, the birth of twins or adoption of siblings) does not increase the six (6) weeks total amount of paid Parental Time granted for that event. In addition, in no case will an employee receive more than six (6) weeks of Parental Time in a rolling 12-month period, regardless of whether more than one birth or adoption event occurs within that 12-month time frame.

H. Each week of Parental Time is compensated at one hundred (100) percent of the employee's regular, straight-time bi-weekly pay. Parental Time will be paid on a biweekly basis on regularly scheduled pay dates.

I. In the case of a husband and wife or two spouses both working for the Sheriff's Office in any capacity, the two employees are limited to a combined six (6) weeks of paid Parental Time for each qualifying event.

ARTICLE 18 – WORKING CONDITIONS

Section 18.1 - Work Environment

The Employer shall endeavor to provide a reasonably safe work environment for all employees. The Employer, the Union, and all bargaining unit employees shall communicate as necessary to achieve this purpose. The parties agree that any violation of this Section may be grieved and processed through Step 2 in the Grievance Procedure, but no further. Notwithstanding the above, the parties agree that work environment and/or safety issues are proper topics for a Labor/Management Conference, in accordance with Section 3.1 of the Agreement. Health and safety issues shall be brought by the Union to the attention of the Sheriff or his designee, and a meeting to discuss such health and safety issues shall be scheduled expeditiously.

Section 18.2 - Communicable Diseases

The current Sheriff Personnel Policy OFF 4-33.3 is hereby incorporated into this Section of the Agreement. The Sheriff will maintain a policy that is in compliance with current ACA and OSHA standards.

Section 18.3 - Sub Contracting

The Employers shall have the right to contract out and/or subcontract bargaining unit work. In the event that the Employers, in the exercise of their sole discretion, decide to contract out, subcontract work or privatize work which is being performed by members of the bargaining unit, which decision results in the layoff of any member of the bargaining unit, the Employers shall provide the employees to be laid off and the Union with thirty (30) calendar days' notice or pay in lieu of such notice. A laid off employee shall be eligible to apply for open positions for which they are qualified within either the Sheriff's office or with DuPage County. If an employee is transferred to another position in the Sheriff's office prior to the scheduled date of layoff, such employee's

benefit time banks shall be transferred to such employee's new position with the Sheriff's office. Laid off full-time employees shall be entitled to the following benefits, in lieu of impact and effects bargaining:

1. Pay for the employees' earned but unused vacation, subject to normal withholdings.
2. Pay for accrued, unused and banked sick leave, subject to normal withholdings.
3. Severance pay, as set forth in Section 9.3 of this Agreement, provided that employees who receive retention benefits shall not be eligible to receive severance pay.
4. The right to maintain health insurance coverage at the then-applicable Employer/employee monthly premium contribution rates, in accordance with the following schedule:
    a. Full-time employees who have from two (2) months to and including thirty-six (36) months of completed full-time service as a bargaining unit member: Two (2) months, in addition to the month in which the layoff occurred.
    b. Full-time employees who have more than thirty-six (36) months of completed full-time service as a bargaining unit member: Six (6) months, in addition to the month in which the layoff occurred.
    c. Full-time employees who have more than one hundred twenty (120) months of completed full-time service as a bargaining unit member: Eight (8) months, in addition to the month in which the layoff occurred.
5. Continued access to the Employee Assistance Program for one hundred eighty (180) calendar days following the effective date of the lay-off.
6. A letter to a prospective employer setting forth, at a minimum, the employee's initial date of hire, last date of employment, last rate of pay and that such employee had been laid off.
7. Upon request made within one hundred eighty (180) days of the effective date of the lay-off, one copy of any training certificates and awards that such employee received that are in possession of the Employers.

ARTICLE 19 - EMPLOYEE DRUG, ALCOHOL AND OTHER TESTING

Section 19.1 - Employee Drug and Alcohol Testing Policy

It is the policy of the Sheriff that the public has the absolute right to expect that persons employed by the Sheriff will be free from the effects of drugs and alcohol. Accordingly, the Employer may require employees to submit to random urinalysis testing and/or other appropriate drug and alcohol testing at a time and place designated by the Employer.

At the time of such testing, the employee may request that a blood sample be taken at the same time so that a blood test can be performed, if the employee tests positive in the urinalysis test. If an employee tests positive in any such test, the test results shall be submitted to the Sheriff or his designee(s) for appropriate action. A portion of the tested sample shall be retained by the laboratory so that the employee may arrange for a confirmatory test to be conducted by a licensed clinical laboratory of the employee's choosing and at the employee's expense. The first time a non-probationary employee tests positive for drugs or alcohol in a test administered under this Section, the Sheriff, at his sole discretion, shall have the right to discipline the employee, up to and including termination.

The use, sale, purchase, delivery or possession of illegal drugs, abuse of prescribed drugs, failure to report to the Sheriff known adverse side effects of medication or prescription drugs which the employee may be taking, as well as being under the influence of alcohol or cannabis or the consumption of alcohol or cannabis while on duty or just before duty begins shall be cause for discipline, including discharge. For purposes of this Section, "under the influence of alcohol" shall be defined as a blood alcohol level of more than .02%, although a blood alcohol level of below .02% shall not preclude the Sheriff from establishing a violation of this Article by other means. For purposes of this Section, "under the influence of cannabis" shall be defined as 15 ng/ml or more on a confirmatory test.

The Sheriff, or his designee, may also require an employee to submit to a urine and/or blood tests if the Sheriff determines there is reasonable suspicion for such testing. The illegal use, sale or possession of prescribed drugs at any time while employed by the Employer, abuse of prescribed drugs, as well as being under the influence of alcohol or the consumption of alcohol immediately before or while on duty, shall be cause for discipline up to and including termination.

Section 19.2 - Prohibitions Against Use or Consumption of Narcotics, Alcohol, or Other Substances Pursuant to this Agreement

A. Any location at which County or Sheriff's Office business is conducted, whether at the County Complex or any other worksite, is declared to be a drug-free workplace. This will include County vehicles and any private vehicles parked on County premises or work sites.

B. All employees are prohibited from reporting for work with their physical or mental faculties adversely affected because of prior indulgence in alcohol, cannabis, illegal drugs or through the misuse of prescription medications.

C. Employees are prohibited from consuming alcohol or cannabis during their work hours.

D. All employees are prohibited from unlawfully manufacturing, distributing, dispensing, or using controlled substances in or outside of the workplace. The following is a partial list of controlled substances. The Personnel Division can provide a complete listing and explanation of controlled substances. Controlled substances for purposes of this policy include: Narcotics (heroin, morphine, etc.), Cannabis (Marijuana, hashish), Stimulants (cocaine, amphetamine, etc.), and Hallucinogens (PCP, LSD, "designer drugs," etc.).

It is the employee's responsibility to inform their Department Head or Supervisor if the employee is currently on medication and is operating Sheriff's Office machinery or equipment. An employee may not have their work performance adversely affected by controlled substances or alcohol and still be in compliance with this policy.

Section 19.3 - Over-the-Counter/Prescription Drugs

In the interest of public and employee safety, employees will in good faith, notify the Employer of any known side effects of over-the-counter or prescription drugs which may adversely affect job performance. A "known side effect" is an effect of an over-the-counter or prescription drug of which the employee has been informed by a physician or has experienced in the past. Upon notification, the Employer may reassign the employee for the period of time during which the employee is affected. Such notification by an employee, standing alone, will not result in disciplinary action. The Employer is in no way limited by this section from taking action under the disciplinary section of this Agreement, if employee abuse of over-the-counter or prescription drugs warrants such action.

Section 19.4 - Type of Testing

Where the Employer has a reasonable suspicion that the employee has consumed alcohol or cannabis during the course of the workday, or used illegal drugs, the Employer has the right to require the employee to submit to alcohol or drug testing.

Section 19.5 - Order to Take Test

The Employer shall provide the employee at the time he/she is ordered to submit to testing with a written notice of the order, setting forth at least some of the facts and inferences upon which the Employer bases its conclusion of reasonable suspicion. The employee shall have the right, upon request, to consult with a union representative and/or counsel prior to any questioning, so long as the request does not unreasonably delay the testing process. Refusal to comply with the order to test shall subject the employee to discipline, but taking of a test shall not operate to waive any objection or rights the employee may have.

Section 19.6 - Tests to Be Conducted

The Employer shall use a clinical laboratory or hospital facility that is licensed per the Illinois Clinical Laboratory Act. The Employer shall establish a chain of custody procedure to ensure the integrity of samples and test results, and shall not permit the employee or any other bargaining unit member to be part of such chain. Sufficient samples shall be collected so as to permit an initial, a confirmatory test, and a subsequent test to be arranged at a facility of the employee's choosing. The Employer agrees to pay for the subsequent test at the laboratory chosen by the employee, but only if the subsequent test result is negative. The Employer agrees that testing shall be by gas chromatography/mass spectrometry (GCMS) or an equivalent scientifically accurate test. In cases where the Employer has probable cause to suspect alcohol consumption, the Employer may require the employee to submit to a Breathalyzer test or Intoximeter.

Section 19.7 - Results

As to drug testing, the Employer shall only be notified in the event that a sample has tested positive for a particular drug on both the initial and confirmatory test, and any information otherwise coming into the possession or knowledge of the Employer (*e.g.,* insurance billings) shall not be

used in any manner or forum adverse to the employee's interests. As to alcohol testing, test results showing a blood alcohol concentration of .02% shall be considered positive. The employee shall receive a copy of all test results received by the Employer. For purposes of this Section, "under the influence of cannabis" shall be defined as 15 ng/ml or more on a confirmatory test.

Section 19.8 - Right to Contest

The Union and/or the employee shall have the right to contest and/or grieve any aspect of any testing under this Article, including the right to test, the order, the administration of the test, the significance or accuracy of the test, or the consequences of the test results if such consequences do not result in discipline. Nothing herein shall waive or limit any rights employees may have concerning such tests that may arise outside the Agreement, which the employee may pursue with or without the Union.

Section 19.9 - Voluntary Request for Assistance

No adverse employment action shall be taken in any manner or forum against any employee who voluntarily seeks assistance for alcohol or drug related problems, other than the Employer may temporarily reassign an employee if he/she is then unfit for duty in his/her current assignment. Provided, however, an employee who voluntarily seeks assistance for an alcohol or drug related problem more than one time may be subject to adverse employment actions. All such requests shall be held strictly confidential and not released or used in any manner or forum contrary to the employee's interests; and provided further, however, that this provision shall not apply where the employee is under investigation prior to voluntarily seeking assistance, or whose violation of this Article is about to be discovered.

Section 19.10 - Pre-Employment Testing

Nothing in this Article shall prohibit the Employer from requiring and conducting pre-employment drug testing.

Section 19.11 - Employee Assistance Program

A specific Employee Assistance Program (EAP) is offered through the County of DuPage. EAP is a confidential service that offers professional counseling and referral services.

Participation in EAP is voluntary. Services of the EAP are available to all Sheriff's Office members by request or supervisory referral. If further help is needed, an EAP counselor shall provide a referral to another appropriate community resource based on its referral policy.

ARTICLE 20 - EMPLOYEE SOLICITATION

While the Employer acknowledges that bargaining unit employees may conduct solicitation of DuPage County merchants, residents or citizens, the Union agrees that no bargaining unit employee will solicit any person or entity for contributions on behalf of the DuPage County Sheriff's Office or the County of DuPage.

Solicitation for the benefit of the collective bargaining representative by bargaining unit employees may not be done on work time. The bargaining unit employees agree that they will not use the words "DuPage County Sheriff's Office" in their name or describe themselves as the "County of DuPage." Bargaining unit members shall have the right to explain to the public, if necessary, that they are members of an organization providing collective bargaining, legal defense and other benefits to all members employed by the County.

The foregoing shall not be construed as a prohibition of lawful solicitation efforts by bargaining unit members directed to the general public. Each party hereto agrees that they will comply with all applicable laws regarding solicitation.

ARTICLE 21 – CLOTHING AND EQUIPMENT ALLOWANCE

Employees covered by this Agreement shall be provided an annual clothing and equipment allowance as follows:

Full-time employees - $200.00
Part-time employees - $100.00
PRNs are not eligible for the clothing and equipment allowance.

ARTICLE 22 – NO STRIKE OR LOCKOUT

Section 22.1 - Strike Prohibited

The Union or any of its officers, agents, or representatives, and employees covered by this Agreement shall not in any way, directly or indirectly, call, instigate, authorize, promote, sponsor, engage in, participate in, encourage or condone any strike, sympathy strike, sit-in, slowdown, concerted stoppage of work, concerted refusal to perform overtime, mass resignations, mass absenteeism, or any other intentional interruption, disruption or the concerted interference with the full, faithful and proper performance of the duties of employment with the Employer, or any other intentional interruption of operations or other concerted refusal to obey lawful orders of the Employer or designee, or to ratify, condone or lend support to any such conduct or action against the Employer.

Any employee who violates any of the provisions of this Article may be subject to immediate discharge or otherwise disciplined by the Employer, at the discretion of the Employer. In the event of a violation of this Section of this Article, the Union shall immediately disavow such action and instruct the employees to return to work and shall use its best efforts to achieve a prompt resumption of normal operations.

Section 22.2 - Discipline of Strikers

Any employee who violates the provisions of Section 22.1 of this Article may be subject to immediate discharge or otherwise disciplined by the Employer, at the discretion of the Employer.

Section 22.3 - No Lockout

The Employer agrees that it will not lock out employees during the term of this Agreement.

Section 22.4 - Employer's Judicial Remedies

Nothing in this Article shall be construed as a limitation upon the right of the Employer to seek judicial relief in the nature of injunctive relief and or money damages, or to discipline employees, if this Article is violated.

ARTICLE 23 - SAVINGS CLAUSE

If any Article, Section or portion of this Agreement is subsequently declared by legislative or judicial authority to be unlawful, invalid, unenforceable or not in accordance with applicable statutes, by any board, agency or court of competent jurisdiction or by reason of any subsequently enacted legislation, such decisions or legislation shall apply only to the specific Article, Section or portion thereof and the remaining parts or portions of this Agreement shall remain in full force and effect for the duration of this Agreement. The parties shall thereafter meet to negotiate over the provisions that are so declared. The terms of Article 22, entitled "No Strike or Lockout," shall remain in full force during the period of any such negotiations.

ARTICLE 24 – COMPLETE AGREEMENT

This Agreement constitutes the complete and entire Agreement between the parties and concludes collective bargaining between them for its term, unless otherwise provided for in this contract. This Agreement supersedes and cancels all prior practices and agreements, whether written or oral, which conflict with the express terms of this Agreement.

During the negotiations resulting in this Agreement, the Employers and the Union each had the unlimited right and opportunity to make demands and proposals with respect to any subject matter as to which the Illinois Public Employees Labor Relations Act imposes an obligation to bargain, and that the understandings and agreements reached by the parties after the exercise of that right and opportunity are stated in this Agreement. Therefore, the Employers and the Union, for the duration of this Agreement, each voluntarily and unqualifiedly waives the right, and each agrees the other shall not be obligated to bargain collectively with respect to any subject referred to or covered in this Agreement. Changes in this Agreement, whether by addition, waiver, deletion, amendment or modification, must be reduced to writing and executed by both the Employers and the Union.

ARTICLE 25 - DURATION AND TERM OF AGREEMENT

Unless otherwise specified herein, this Agreement shall be effective as of the first day of the first pay period after it is signed by both parties, and shall terminate at 11:59 p.m. November 30, 2028. It shall be automatically renewed from year to year thereafter unless either party notifies the other in writing at least ninety (90) days prior to the date of expiration or anniversary date that it desires

to modify this Agreement. In the event that such notice is given, negotiations shall begin no later than sixty (60) days prior to the anniversary date.

Notwithstanding any other provision of this Article or agreement to the contrary, this Agreement shall remain in full force and effect after the expiration date and until a new agreement is reached unless either party gives at least ten (10) days written notice to the other party of its desire to terminate this Agreement, provided such termination date shall not be before the anniversary date set forth in the preceding paragraph.

[SIGNATURE PAGE FOLLOWS IMMEDIATELY]

Executed this ____ day of _____, 2026, after ratification by the Union's membership and after receiving official approval by the Sheriff and County Board of DuPage County, Illinois.

SHERIFF

_____
James Mendrick, Sheriff, County of DuPage

AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES, COUNCIL 31, AFL-CIO, ON BEHALF OF LOCAL 3328

_____
_____, President

COUNTY OF DUPAGE COUNTY, ILLINOIS

_____
Deborah Conroy, Chairperson
DuPage County Board

APPENDIX A

Policy 5.4, "Sick Time," of DuPage County Personnel Policy Manual

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

File #: FI-R-0037-26 **Agenda Date:** 2/17/2026 **Agenda #:** 9.B.

ANNUAL FINANCIAL COMMITMENT
IN SUPPORT OF THE DUPAGE CONVENTION & VISITORS BUREAU
FOR FISCAL YEAR 2026
$50,000

WHEREAS, the DuPage County Board supports the DuPage Convention & Visitors Bureau through an annual financial commitment; and

WHEREAS, the DuPage Convention & Visitors Bureau promotes economic development and tourism for all DuPage County residents and local governments; and

WHEREAS, the DuPage County Board recognizes that the DuPage Convention & Visitors Bureau is an organization worthy of continued financial support; and

WHEREAS, in its Fiscal Year 2026 Budget, DuPage County has identified $50,000 (FIFTY THOUSAND AND NO/100 DOLLARS) in the General Fund - Company 1000, Accounting Unit 1180, Account 53704 for this purpose.

NOW, THEREFORE, BE IT RESOLVED, that the DuPage County Board supports the annual financial commitments to the DuPage Convention & Visitors Bureau in the amount up to, but not to exceed $50,000 (FIFTY THOUSAND AND NO/100 DOLLARS) in one of more payments; and

BE IT FURTHER RESOLVED, by the DuPage County Board that the said payments may be made anytime from the period of December 1, 2025, to November 30, 2026.

Enacted and approved this 24th day of February, 2026 at Wheaton, Illinois.

_____
DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____
JEAN KACZMAREK, COUNTY CLERK

DUPAGE COUNTY
CONVENTION & VISITORS BUREAU

February 3, 2026

Economic Development Chair Yeena Yoo
DuPage County Board
421 N. County Farm Road
Wheaton, Illinois 60187

Chair Yoo:

The DuPage Convention & Visitors Bureau (DCVB) will apply for annual recertification with the Illinois Department of Commerce & Economic Opportunity for Fiscal Year 2027. Applications are due to the state tourism office by March 31, 2026. As part of this process, a resolution adopted by the DuPage County Board must be submitted with the application. The County Board has issued this resolution annually since 1987, supporting 38 years of growth and tourism excellence in DuPage County. DCVB is the County's designated destination marketing organization and the only state-certified organization eligible to receive DuPage County's share of state hotel tax revenues through the tourism matching grant program.

In conjunction with the annual resolution, DCVB respectfully requests a $50,000 county contribution to support the state matching grant. This funding, combined with local municipal hotel tax revenues, enables DCVB to leverage DuPage County's full state allocation. Without the required match, DuPage's share would be redistributed to other certified destinations, including Rosemont, Schaumburg, Rockford, and other convention and visitors bureaus across Illinois.

A few highlights of DCVB's recent successful efforts include:

- Continued success in sports tourism, welcoming for the first time to DuPage County several major events including USA Curling's Wheelchair Curling Mixed Doubles National Championship, Major League Table Tennis, Perfect Game youth baseball tournaments, USA Ultimate, and the Rule of the Road for Autism Science Foundation's cycling ride and charity walk. In August, we look forward to hosting for the first time in Illinois in its 50-year history, the 2026 National Beep Baseball Association World Series.
- DCVB continues to maximize state dollars, participating in the Illinois Office of Tourism's recent fall co-op campaign. Hotel bookings from the Discover DuPage leisure ads account for half a million dollars in hotel revenue, reflecting a 22:1 return on investment.
- Visitation data for calendar year 2025 (through November 30) underscores DCVB's ability to attract and engage visitors well beyond the Midwest, reflecting a strong and growing national presence in key long-haul air markets across the South, Mountain West, and East Coast in addition to established drive markets. Visitors coming from more than 500 miles away accounted for 34% of overnight stays with an average length of stay of 2.5 days; the five top origin states were Texas, Florida, Georgia, Colorado, and New York. 27% of overnight visitors were from 250 to 499 miles away, matching average length of stay at 2.5 days; the five top origin states were Missouri, Ohio, Minnesota, Tennessee, and Michigan.

DUPAGE COUNTY
CONVENTION & VISITORS BUREAU

DuPage CVB Board of Directors extends deep appreciation for the county support through the grant program, which offsets airport and ground transportation costs and directly drives demand for DuPage County hotels with a demonstrated return on investment. In FY 2025, the program generated more than 20,000 room nights, $2.6 million in hotel room revenue, and an estimated $10 million in total economic impact. With continued financial participation from DCVB, partner municipalities, and the County, this program can remain a competitive tool in positioning DuPage County as a premier destination.

The DCVB Board of Directors respectfully requests that these items be included for discussion at the DuPage County Economic Development Committee meeting on February 17, 2026.

Thank you for your ongoing support.

Brett Hintz
Chair
[redacted]

Beth Marchetti
Executive Director
[redacted]

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

File #: FI-R-0043-26 **Agenda Date:** 2/17/2026 **Agenda #:** 9.C.

ACCEPTANCE AND APPROPRIATION OF THE
BEST FRIENDS ANIMALS SOCIETY - FAMILIES FOREVER GRANT PY26
BFASFFG26
COMPANY 5000 - ACCOUNTING UNIT 1330
$20,000
(Under the administrative direction of Animal Services)

WHEREAS, the County of DuPage has been notified by Best Friends Animal Society that grant funds in the amount of $20,000 (TWENTY THOUSAND AND NO/100 DOLLARS) are available to be used for the Families Forever Grant needs of DuPage County Animal Services; and

WHEREAS, to receive said grant funds, the County of DuPage must enter into an agreement with Best Friends Animals Society, a copy of which is attached to and incorporated as a part of this resolution by reference (ATTACHMENT II); and

WHEREAS, the term of the grant award is from January 1, 2026, through December 30, 2026; and

WHEREAS, no additional County funds are required to receive this funding; and

WHEREAS, acceptance of this grant award does not add any additional subsidy from the County; and

WHEREAS, the DuPage County Board finds that the need to appropriate said funds creates an emergency within the meaning of the Counties Act, Budget Division, (55 ILCS 5/6-1003).

NOW, THEREFORE, BE IT RESOLVED by the DuPage County Board that the agreement between the County of DuPage and Best Friends Animals Society is hereby accepted; and

BE IT FURTHER RESOLVED by the DuPage County Board that the additional appropriation on the attached sheet (ATTACHMENT I) in the amount of $20,000 (TWENTY THOUSAND AND NO/100 DOLLARS) be made to establish the Best Friends Animals Society - Families Forever Grant PY26, Company 5000 - Accounting Unit 1330, for the period of January 1, 2026, through December 30, 2026; and

BE IT FURTHER RESOLVED by the DuPage County Board that the Administrator of DuPage County Animal Services is approved as the County’s Authorized Representative; and

BE IT FURTHER RESOLVED by the DuPage County Board, that should local funding cease for this grant, the Animal Services Committee shall review the need for continuing the specified program; and

BE IT FURTHER RESOLVED, that should the Animal Services Committee determine the need for other funding is appropriate, it may recommend action to the County Board by resolution.

Enacted and approved this 24th day of February, 2026 at Wheaton, Illinois.

_____

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____

JEAN KACZMAREK, COUNTY CLERK

ATTACHMENT I

ADDITIONAL APPROPRIATION FOR THE
BEST FRIENDS ANIMALS SOCIETY - FAMILIES FOREVER GRANT PY26
BFASFFG26
COMPANY 5000 – ACCOUNTING UNIT 1330
$20,000

REVENUE		
46009-0000 - Private Grants	$ 20,000	
TOTAL ANTICIPATED REVENUE		$ 20,000
EXPENDITURES		
CONTRACTUAL		
53070-0000 - Medical Services	$ 20,000	
TOTAL CONTRACTUAL		$ 20,000
TOTAL ADDITIONAL APPROPRIATION		$ 20,000

Follow Up

Public Profile Collaborate 0

Project Families Forever

Process: 2026 - The Rachel Ray Save Them All Grants and The Rachael Ray No-Kill Excellence Grants

Contact Info | Request | Documents 0

Applicant:
Mrs. Laura Flamion
laura.flamion@dupagecounty.gov
630-407-2806
2255 Manchester Rd
Wheaton, IL 60189 USA

Contact Email History

Organization:
DuPage County Animal Services
36-6006551
630-407-2800
120 N County Farm Rd
Wheaton, IL 60189 USA

If your Organization information does not appear correct, please contact the funder. Thank you.

LOI | Application | Document Viewer | FollowUp Packet | Question List | Follow Up

Fields with an asterisk (*) are required.

Basis

THE RACHAEL RAY FOUNDATION

Best Friends

Best Friends Animals Society (“Best Friends” or “BFAS”) is a 501(c)(3) nonprofit corporation based in Kanab, Utah, whose mission is **No More Homeless Pets®**. Best Friends feels privileged to help save lives by working with organizations and agencies by providing funding for specific grants and/or needs in its commitment to No Kill 2025.

Recipient is a 501(c)(3) nonprofit animal welfare charity or a municipal shelter which has submitted a grant request to Best Friends requesting to be awarded a grant pursuant to the below terms (the “Grant”). The Grant funds shall be disbursed upon receipt of the signed agreement and copy of the Recipient’s IRS FORM W9.

This grant agreement (“Agreement”) will govern the terms of the Grant. Each party shall be referred to herein individually as a “Party,” and collectively as the “Parties.” The Parties hereby agree to the following terms and conditions as of the date on which it is fully executed by both Parties (the “Effective Date”).

Agreement- Grant Term and Amount

AGREEMENT

Section 1. Use of Grant Fund.

Grant Proposal and Use of Funds (clearly outline expected impact for total project AND outline benchmarks/goals broken out by quarter) (the “Project”)

The “Term” of this Agreement, unless terminated pursuant to the language below will be from January 1, 2026, through December 31, 2026.

Grants will be provided in ***one-time installment*** with Best Friends’ obligation to disburse initial funds conditional upon receipt of Recipient’s completed IRS Form W-9. All subsequent funding installments after initial grant installment will be contingent upon Project progression and completion of expected goals and reporting listed in the Agreement.

Grant Installment Sent: Approximately January 2, 2026

Use of Funds and Goals for Entire Project

Provide diversion services to at least 50 pets via the collaboration with Pause for a Cause Vet Care.

4,899 characters left of 5,000

Goals and Benchmarks for Quarter 1 - Quarter 4

Goals and Benchmarks for Quarter 1: Divert at least 10 pets during this quarter by providing access to medical care.
Goals and Benchmarks for Quarter 2: Divert at least 20 pets during this quarter by providing access to veterinary care.
Goals and Benchmarks for Quarter 3: Divert at least 10 pets during this quarter by providing access to veterinary care.

9,524 characters left of 10,000

Which Grant are you submitting a grant proposal for?

- ○ The Rachael Ray Save Them All
- ◉ The Rachael Ray No-Kill Excellence

Project Name

Name of Project.

Project Families Forever

Amount Awarded?

$ 20,000.00

Approved Total Projected Impacts

50

Grant Project Deadline: December 31, 2026

Use of Grant Funds

Section 2. Recipient Requirements

A. Recipient agrees to provide quarterly impact reports through the Term of the Agreement, and payment installments for the Grant will be contingent upon receipt of impact reports and overall progress to goal, as previously defined by Project benchmarks. Recipient agrees to submit impact

reports provided by Best Friends outlining the use of the Grant funds until all funds have been spent. These grant reports must include amount of funding spent ad the number of cats or dogs positively impacted. With each impact report Recipient will provide any relevant success stories of animals helped through the program, or descriptions of how the Grant has impacted the target community.

B. Recipient agrees to provide a final grant report upon completion of the Term of this Agreement. With the final grant report, Recipient will provide any relevant success stories of animals helped through the program, or descriptions of how the Grant has impacted the target community.
C. Recipient is registered or will become registered with SHELTER PET DATA ALLIANCE (SPDA) website and submit MONTHLY DATA REPORTING INTO SPDA by the 15th of each month through the Term of this Agreement.
D. Recipient is a member of the Best Friends Network and will maintain such membership through the Term of this Agreement.

Section 3. Grant Branding Terms and Promotion

Recipient shall cooperate with Best Friends regarding the promotion of the Grant and the Project. Both Parties may issue reports or statements to its members, the media, and the public about the Grant and the Project. This includes, but is not limited to websites, newsletters, press releases, magazine articles, blogs, and podcasts. Recipient shall reasonably cooperate with Best Friends staff, volunteer team leaders, and news or magazine writers in the production of such news content. Recipient agrees to cooperate with Best Friends and facilitate promotion of the Grant and the Project through the Best Friends website, newsletters, electronic news distributions, press releases, and other media outlets.

Section 4. Photo, Video, Digital and Audio Release

Recipient grants to Best Friends permission and rights to photograph, video, and audio record any of Recipient's programs or events for the duration of the Grant. Recipient grants Best Friends the right to indefinitely use such photographs, videos or digital images and voices. This release covers all photos, videos, and audio recordings made by Best Friends or its employees, contractors, or agents. Recipient understands and agrees that these photographs, videos, or digital images and recordings may be used by Best Friends in its sole discretion including for identification purposes, to promote or report about Best Friends events, activities, and mission; to raise donations, or for other purposes. This includes, but is not limited to, any royalties, proceeds, or other benefits derived from such images or recordings. This release remains in effect even after the end of this Agreement.

Recipient further agrees not to make any claim against Best Friends or its employees, contractors, or agents for the use of these photographs, videos or digital image or voice recordings. Recipient understands this Agreement releases and forever discharges Best Friends from any liability to Recipient, its successors, and

assigns with respect to personal injury, property damage or other loss or damages that may result as a result from the making and use of photographs, videos or digital image or voice recordings.

Section 5. Non-Disparagement

During the Term of this Agreement, and for two (2) years after this Agreement's termination, Recipient agrees to take reasonable commercial measures to ensure that its representatives and Recipient's official media outlets do not make statements, including but not limited to social media posts, regarding the activities covered by this Agreement that are intended to or likely to bring Best Friends into disrepute.

Standard Terms

Section 6. Grant Recipient Representations and Warranties

Recipient represents and warrants as follows during the Term of this Agreement:

A. Recipient is a qualified 501(c)(3) entity or government organization.
B. Recipient acknowledges that its animal welfare activities may be governed by a variety of federal, state, and local laws. Recipient hereby warrants that it shall use its best efforts to comply with all applicable laws and shall not knowingly violate same.
C. There are no claims, investigations, or proceedings in progress, pending or threatened against Recipient which, if determined adversely, would have a material effect on Recipient's ability to fulfill its obligations pursuant to this Agreement and there are no claims, investigations, or proceedings in progress, pending or threatened against Recipient which involve animal neglect or abuse.
D. The individual signing this Agreement on behalf of Recipient is legally competent to enter into this Agreement duly authorized to do so by the Recipient.

Section 7. Grant Restrictions

In addition to abiding by the requirement that the Grant funds be used in furtherance of the program described in Recipient's grant application, Recipient specifically agrees that no portion of the Grant funds will be used for any of the following: (i) to lobby or otherwise attempt to influence legislation; (ii) to influence outcome of any specific public election or participate or intervene in any political campaign on behalf of any candidate for public office or conduct, directly or indirectly; (iii) to support or oppose any elected official or candidate for public office or on any particular issue.

Section 8. Termination

Recipient may terminate this Agreement upon providing ten (10) business days written notice to Best Friends in the event of the following events of default:

(i) By its actions or statements, Best Friends materially harms Recipient as determined by Recipient in its reasonable judgment;

(ii) Best Friends files for bankruptcy, sells, assigns, or transfers the majority of its assets to another entity, or ceases to operate as a nonprofit corporation.

Best Friends may terminate this Agreement upon providing ten (10) business days written notice to the Recipient in the event of the following events of default:

(i) By its actions or statements, Recipient materially harms Best Friends as determined by Best Friends in its reasonable judgment:

(ii) Recipient files for bankruptcy, sells, assigns, or transfers the majority of its assets to another entity, or ceases to operate as a nonprofit corporation (if a nonprofit corporation); or

(iii) Recipient fails to perform its commitments as set out in this Agreement, including, in the reasonable judgment of Best Friends, failing to carry out the Project with reasonable diligence to meet the goal of saving as many animal lives as possible or has not worked in good faith with professionalism to achieve the mutually agreed upon Goals.

In the event Best Friends terminates this Agreement pursuant to this section, Best Friends has no obligation to pay Recipient any grant payment not yet due at the time of the notice of such termination.

Section 9. Intellectual Property License

For the Term of this Agreement, Recipient grants Best Friends a non-exclusive, royalty free license to use Agency's name and/or logo to promote Agency's lifesaving activities associated with the Grant and the Project. Other than the foregoing, neither Party may use the other Party's logos, trademarks, or other intellectual property without express written permission of the other Party.

Section 10. Release

To the full extent permitted by law, the Recipient, their directors, officers, employees, representatives, agents, successors, and assigns, agree never to bring a claim or suit against Best Friends relating to the Grant and the Project. The Recipient agrees Best Friends and its directors, officers, employees, representatives, agents, contractors, successors and assigns ("Releasees") are not responsible for any of the decisions, plans, guidelines, work, or activities related to or arising from the Grant and the Project. The Recipient releases Best Friends and its directors, founders, employees, officers, agents, representatives, contractors, volunteers, successors and assigns from all liability arising from any work or activities related to the Grant and the Project. The Recipient understands this Agreement discharges Releasees from any liability to the Recipients with respect to bodily injury, personal injury, illness, death, property damage or other loss of any kind or nature whatsoever, direct, or indirect, known or unknown, that may result as a result of the Recipient's work, participation and activities related to this Grant and the Project.

Section 11. Indemnity Agreement

To the full extent permitted by law, the Recipient and their directors, officers, agents, employees, representatives, successors and assigns, agree to indemnify and hold Releasees harmless for all bodily injury, personal injury, illness, death, property damage or other losses of any kind or nature

whatsoever, direct or indirect, known or unknown, including attorney's fees and costs of litigation that result to anyone else or any other entity because of Recipient's actions or omissions related to the Grant and the Project or any breach by Recipient of this Agreement. This includes lone acts or omissions by the Recipient as well as the combined acts of the Recipient with others.

Section 12. Proprietary Information

Recipient acknowledges and agree that the following constitute "Proprietary Information": any secret or proprietary information relating directly to Best Friends business, including, but not limited to, the Best Friends Network and donation process, services, members, donor and volunteer lists, business policies, employment records and policies, operational methods, marketing plans and strategies, business development plans, new personnel acquisition plans, technical processes, designs and design projects, inventions and research programs, trade know-how, trade secrets, specific software, algorithms, computer processing systems, object and source codes, user manuals, systems documentation, and other business and financial affairs of Best Friends. It is not anticipated that Recipient will have access to Best Friends proprietary information as a result of this Agreement. Nonetheless, Recipient acknowledges and agrees that in the event Recipient learns of or comes into possession of any Best Friends proprietary information, Recipient will notify Best Friends and return said information. Recipient agrees that they will not use, supply or disclose any Proprietary Information it happens to learn of to any third party.

Section 13. No Third-Party Beneficiaries

Nothing in this Agreement shall be construed to give any person or entity other than the Parties to this Agreement any legal or equitable claim, right or remedy; rather, this Agreement is intended to be for the sole and exclusive benefit of the Parties hereto.

Section 14. Survival of Terms

The intellectual property rights, including the rights to use photos, digital, audio and video materials, agreed to in this agreement are perpetual. The releases are perpetual. The agreement to maintain Proprietary Information confidential is perpetual. The Non-Disparagement clause survives for two (2) years following the termination of this Agreement.

Section 15. Other Terms

The provisions in this Agreement bind the successors and assigns of Recipient. Each term of this Agreement is material. Recipient agrees that in the event that any clause or provision of this Agreement shall be held to be invalid by any court of competent jurisdiction, the invalidity of such clause or provision shall not otherwise affect the remaining provisions of this Agreement. This is the entire agreement between the Parties and supersedes any other verbal or written statements, representations, or promises.

This Agreement shall not be construed to constitute any form of partnership, agency, or joint venture

between Best Friends and Recipient. Neither Party is responsible in any way for the debts of the other or any other party, or any breach of any law, rule, regulation, complaint, grievance, custom, or guideline of the other. Neither Party has authority to bind the other to any contractual or other agreements and in no event shall either Party represent or hold itself out as acting on behalf of the other Party hereto.

This Agreement shall be governed by and interpreted in accordance with the laws of the State of Utah. Any disputes arising out of or related to this Agreement will be resolved in a Utah State Court of competent jurisdiction in Kane County, Utah.

Impacted Shelter Statistics- Acknowledgement of Requirement*

Recipient agrees to provide **quarterly** statistics for all impacted shelters named in the application. Baseline statistics is required for January 2024 to July 2025, broken down monthly, as well as for the duration of the grant project. Shelter stats must include: dog intakes, dog live outcomes, dog other outcomes, cat intakes, cat live outcomes, and cat other outcomes. Statistics for both species are required, even if your grant is focused only on a single species. Recipient understands that failure to provide these statistics may impact future funding opportunities.

- (●) I understand and agree to provide quarterly stats for all impacted shelters.
- ( ) I do not agree to provide quarterly stats for all impacted shelters.

Acceptance of Terms and Conditions*

This grant is conditional upon Recipient's acceptance of the terms and conditions set forth herein. By selecting the "I Accept Grant Terms and Conditions" below, Recipient agrees to accept and comply with the stated terms and conditions of this grant.

- (●) I Accept Grant Terms and Conditions
- ( ) I Decline Grant Terms and Conditions

Email Opt-In*

By providing contact information above you agree to receive email communication from the Best Friends Network at the email addresses provided and you can unsubscribe at any time.

- [x] I agree

AUTHORIZED SIGNATURE

By typing in my Name, Title, and Date in the spaces below, and clicking submit, I confirm that I am an authorized representative of Network partner and intend to affix my electronic signature to FY 2026 Rachael Ray Foundation Grant Agreement, with the intent to be bound thereby.

The authorized representative agrees that the representative's electronic signatures is intended to authenticate this writing and to have the same force and effect as a manual signature for purposes of validity, enforceability, and admissibility.

Full Name*

Laura Flamion

Title*

Administrator

Date*

12/16/2025

Upload a copy of your shelter/organization's most recent signed and completedW-9.*

W-9 DuPage County.pdf [62.0 KiB]

Best Friends Animal Society

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

File #: FI-R-0044-26 **Agenda Date:** 2/17/2026 **Agenda #:** 9.D.

ACCEPTANCE AND APPROPRIATION OF
THE ILLINOIS COURT TECHNOLOGY
MODERNIZATION PROGRAM GRANT FY26
COMPANY 5000 - ACCOUNTING UNIT 5925
$50,000

(Under the administrative direction of the DuPage County 18th Judicial Circuit Court)

WHEREAS, the County of DuPage, through the DuPage County 18th Judicial Circuit Court has been notified by the Administrative Office of the Illinois Court (AOIC) that grant funds in the amount of $50,000 (FIFTY THOUSAND DOLLARS AND NO/100 DOLLARS) are available to be used for technology goods/services to modernize local court systems in DuPage County; and

WHEREAS, to receive said grant funds, the County of DuPage on behalf of the DuPage County 18th Judicial Circuit Court must enter into an Agreement with the Administrative Office of the Illinois Courts (AOIC), a copy of which is attached to and incorporated as a part of this resolution by reference (ATTACHMENT II); and

WHEREAS, the term of the grant agreement is from December 1, 2025 through June 30, 2026; and

WHEREAS, no additional County funds are required to receive this funding; and

WHEREAS, acceptance of this grant does not add any additional subsidy from the County; and

WHEREAS, the County Board finds that the need to appropriate said grant funds creates an emergency within the meaning of the Counties Act, Budget Division, (55 ILCS 5/6-1003).

NOW, THEREFORE, BE IT RESOLVED by the DuPage County Board that the Agreement (ATTACHMENT II) between DuPage County, on behalf of the DuPage County 18th Judicial Circuit Court, and the Administrative Office of the Illinois Courts (AOIC) is hereby accepted; and

BE IT FURTHER RESOLVED by the DuPage County Board that the additional appropriation on the attached sheet (ATTACHMENT I) in the amount of $50,000 (FIFTY THOUSAND AND NO/100 DOLLARS) be made to establish the Illinois Court Technology Modernization Program Grant FY26, Company 5000 - Accounting Unit 5925, for the period December 1, 2025 through June 30, 2026; and

BE IT FURTHER RESOLVED by the DuPage County Board that the Chief Judge of the DuPage County 18th Judicial Circuit Court is approved as the County's Authorized Representative; and

BE IT FURTHER RESOLVED that should state and/or federal funding cease for this grant, the Judicial and Public Safety Committee shall review the need for continuing the specified program and head count; and

BE IT FURTHER RESOLVED that should the Judicial and Public Safety Committee determine the need for other funding is appropriate, it may recommend action to the County Board by resolution.

Enacted and approved this 24th day of February, 2026 at Wheaton, Illinois.

_____

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____

JEAN KACZMAREK, COUNTY CLERK

ATTACHMENT I

ADDITIONAL APPROPRIATION TO ESTABLISH
THE ILLINOIS COURT TECHNOLOGY MODERNIZATION PROGRAM GRANT PY26
COMPANY 5000 – ACCOUNTING UNIT 5925
$50,000

REVENUE		
41401-0000 - State Capital Grant	$ 50,000	
TOTAL ANTICIPATED REVENUE		$ 50,000
EXPENDITURES		
COMMODITIES		
52100-0000 - I.T. Equipment-Small Value	$ 50,000	
TOTAL COMMODITIES		$ 50,000
TOTAL ADDITIONAL APPROPRIATION		$ 50,000

ILLINOIS COURT TECHNOLOGY MODERNIZATION PROGRAM
FISCAL YEAR 2026 FUNDING AGREEMENT

This Funding Agreement, hereinafter "Agreement", is entered into by and between the county of DuPage, hereinafter "County", the Chief Circuit Judge and the Administrative Office of the Illinois Courts, hereinafter "AOIC", for the purpose of defining the responsibilities of the County and the AOIC in regard to the Illinois Court Technology Modernization Program.

The AOIC, on behalf of the Supreme Court of Illinois, will make payment to the County with Fiscal Year 2026 Judicial Branch funding for technology goods/services to modernize local court systems.

The AOIC agrees to the following responsibilities:

- The AOIC will remit payment to the Illinois Comptroller's Office for **$50,000** for approved technology goods/services pursuant to the executed Funding Agreement.

The County agrees to the following responsibilities:

- By signing this **Agreement** and the ***Illinois Court Technology Modernization Program Disbursement Invoice Voucher***, the Chief Circuit Judge and County Treasurer, ensures the Technology Modernization funding received will **only** be utilized for modernizing their local court system.
- Will comply with the County's policies and procedures for the procurement of any approved technology goods/services (examples below) for Judges Office, Clerks Office, Probation, and areas of the Courthouse utilized by these offices.
  - *Case management systems, maintenance or upgrades*
  - *Digitization of court records*
  - *Computer equipment*
  - *Remote hearing technology*
  - *AI related projects*
  - *SRL stations/kiosks*
- Must complete the **Fiscal Reports for Court Technology Modernization Funding** and submit to techmodernization@illinoiscourts.gov. The first **Report** must include information through January 31, 2026, and be submitted by February 13, 2026. The final **Report** must include information through June 30, 2026 and be submitted by July 10, 2026.
- Any **unspent** funds must be returned to the AOIC. Please issue the check to State of Illinois Treasurer and forward to Attention: Accounting Unit, Administrative Office of the Illinois Courts, 3101 Old Jacksonville Road Springfield, IL 62704.

This Agreement may be terminated, by either party, for failure to comply with the provisions of this agreement. The AOIC reserves the right to audit the approved Funding Agreement.

This Agreement is effective upon signature of the Chief Circuit Judge, County Treasurer and the AOIC.

Chief Circuit Judge	County Treasurer	AOIC Financial Division
[redacted]	[redacted]	
Signature	Signature	Signature
Chief Bonnie Wheaton	Gwen Henry	
Print/Type Name	Print/Type Name	Print/Type Name
12-17-25	12/17/2025	
Date	Date	Date

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

File #: FI-R-0047-26 **Agenda Date:** 2/24/2026 **Agenda #:** 9.F.

RESOLUTION APPROVING AN AGREEMENT
BETWEEN THE COUNTY OF DUPAGE AND
THE DUPAGE COUNTY HEALTH DEPARTMENT
FOR THE USE OF INVESTMENT EARNINGS FROM OPIOID SETTLEMENT FUNDS
TO SUPPORT THE OPERATION OF THE CRISIS RECOVERY CENTER

WHEREAS, DuPage County joined in the nationwide opioid litigation brought by various states and local governments against pharmaceutical distributors, pharmacy chains, and manufacturers for their part in the national opioid crisis; and

WHEREAS, DuPage County is authorized to use the investment earnings from opioid settlement funds for approved abatement programs, including programs that provide treatment and recovery support services such as residential and in-patient treatment, intensive out-patient treatment, out-patient therapy or counseling, and recovery housing that allows or integrates medication with other support services; and

WHEREAS, the DuPage County Health Department opened the Crisis Recovery Center in September 2025 to provide immediate, 24/7 support for individuals facing mental health or substance use crises; and

WHEREAS, the County and the DuPage County Health Department agree that the use of the investment earnings from the settlement funds to support the operational expenses of the Crisis Recovery Center is consistent with the terms of the Illinois Opioid Allocation Agreement; and

WHEREAS, the DuPage County Health Department wishes to use the investment earnings from the settlement funds allocated to DuPage County for the operational expenses of the Crisis Recovery Center; and

WHEREAS, the County has authorized the transfer, on or before February 28th of each year, commencing February 2027, in an amount equivalent to the investment earnings from the settlement funds as calculated at the close of the County's previous fiscal year ending November 30th.

NOW, THEREFORE, BE IT RESOLVED, that the DuPage County Board approves the attached Agreement ("Exhibit A") between DuPage County and the DuPage County Health Department; and

BE IT FURTHER RESOLVED, that the DuPage County Board hereby directs the DuPage County Board Chair to execute the Agreement between DuPage County and the DuPage County Health Department.

Enacted and approved this 24th day of February, 2026 at Wheaton, Illinois.

_____

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____

JEAN KACZMAREK, COUNTY CLERK

AGREEMENT BETWEEN THE COUNTY OF DUPAGE
AND THE DUPAGE COUNTY HEALTH DEPARTMENT
FOR THE USE OF INVESTMENT EARNINGS FROM OPIOID SETTLEMENT FUNDS
TO SUPPORT THE OPERATION OF THE CRISIS RECOVERY CENTER

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

WHEREAS, the opioid epidemic has had a devastating effect upon the communities, neighborhoods, families, and residents of the United States, its economy and the general health and wellness of its population; and

WHEREAS, recognizing the damage caused to individuals and families by distributors and producers of opioids, State Attorneys General filed multiple lawsuits seeking recovery on behalf of those affected by opioid use and Illinois was a leader in this effort; and

WHEREAS, on December 21, 2017, the County filed its lawsuit against certain pharmaceutical companies which was subsequently amended to include pharmaceutical distributors, pharmacies, and pharmacy benefit managers as defendants; and

WHEREAS, on December 15, 2021, the County entered into the Illinois Opioid Allocation Agreement, thereby making DuPage County an original participating local government (Original PLG); and

WHEREAS, national opioid settlements have been reached with opioid distributors and manufacturers ("Settlement Funds"); and

WHEREAS, in accordance with the Illinois Opioid Allocation Agreement, counties who receive distributions are obligated to use these funds to support opioid remediation programs through uses included in the list of approved abatement programs attached hereto as Exhibit B; and

WHEREAS, Exhibit B of the Illinois Opioid Allocation Agreement does not address investment earnings from the Settlement Funds;

WHEREAS, the DuPage County Health Department opened the Crisis Recovery Center in September 2025 to provide immediate, 24/7 support for individuals facing mental health or substance use crises; and

WHEREAS, the County and the DuPage County Health Department agree that the use of the investment earnings from the Settlement Funds to support the operational expenses of the Crisis Recovery Center is consistent with the terms of the Illinois Opioid Allocation Agreement; and

WHEREAS, the DuPage County Health Department ("Department") wishes to use the investment earnings from the Settlement Funds allocated to DuPage County for the operational expenses of the Crisis Recovery Center; and

WHEREAS, the County has authorized the transfer, on or before February 28th of each year, commencing February 2027, in an amount equivalent to the investment earnings from the Settlement Funds as calculated at the close of the County's previous fiscal year ending November 30th; and

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

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

1. **Purpose of the Agreement.** The purpose of this Agreement is to establish a contractual relationship between the County and the Department for the deposit and use of investment earnings from the Settlement Funds.
2. **Eligible Uses.** Investment earnings from the Settlement Funds shall be used to support the operational expenses of the Crisis Recovery Center which supports treatment of Opioid Use Disorder and any co-occurring Substance Use Disorder or Mental Health conditions through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:
    1) Treatment
        a) Treat Opioid Use Disorder;
        b) Support people in treatment and recovery;
        c) Connect people who need help to the help they need;
        d) Address the needs of criminal justice-involved persons; and
        e) Address the needs of pregnant or parenting women and their families.

2) Prevention
    a) Prevent over-prescribing and ensure appropriate prescribing and dispensing of opioids;
    b) Prevent misuse of opioids; and
    c) Prevent overdose deaths and other harms.
3) Other Strategies
    a) First Responders;
    b) Leadership, Planning and Coordination;
    c) Training; and
    d) Research.

The Department shall, at the County's request, supply all relevant information for the County to evaluate whether spending meets the criteria under The Office of Opioid Settlement Administration guidelines.

3. **Recitals**. The recitals to this Agreement are incorporated as though set forth fully herein.
4. **Term**. This Agreement shall remain in effect until February 28, 2027. Thereafter, the Agreement shall automatically renew for successive one (1) year terms commencing on March 1, 2027, unless a Party terminates the Agreement. Sections 6, 7, 8, 9, 10, 11, 12, 14, 15 and 16 of this Agreement shall remain in effect indefinitely and shall survive the termination of this Agreement.
5. **Termination, Breach**. This Agreement may be terminated upon sixty (60) days' notice to the other Party. All terms of this Agreement shall be considered material terms and therefore all breaches shall be deemed material breaches. In the event of a breach of this Agreement by any Party, the non-breaching Party shall provide the breaching Party with written notice of the breach and shall provide a period of not less than sixty (60) days to cure said breach.
6. **Venue, Applicable Law**. The exclusive venue for disputes arising from this Agreement shall be the 18th Judicial Circuit Court, sitting in Wheaton, Illinois. This Agreement shall be governed by the laws of the State of Illinois.
7. **Payment**. The County agrees to pay to the Department an amount equivalent to the investment earnings on the Settlement Fund as calculated by the County at the close of the County's fiscal year (November 30th), on or before February 28th of the following year beginning in February 2027.
8. **Records**. The Department shall maintain all records relating to its expenses for a period of at least seven (7) years or the period of time required by other state or federal law, whichever is longer.
9. **Reports to the County**. The Department shall submit quarterly reports to the County's Finance Department through its performance metrics portal. Said performance metrics shall be

agreed upon and negotiated in good faith between the Parties prior to the release of any funds.

10. **Audit.** The use of these funds may be audited and reviewed. The Department agrees to retain and provide access to all financial records and documents related to the settlement funds for a period of seven (7) years for local, state and federal audit purposes.
11. **Review of Operations.** The County may monitor and conduct an evaluation of operations funded. An evaluation may include a visit from County personnel to review all financial records pertaining to the funds.
12. **Liquidated damages.** In the event that any entity authorized by law audits the funds and determines that the funds used by the Department were used for purposes other than those permitted under Eligible Uses (Section 2), the Department agrees to indemnify the County and hold the County harmless against any and all liabilities, including judgments, costs and reasonable counsel fees. The Department expressly agrees to reimburse the County for the cost of any penalty, fine, or judgment.
13. **Assignment.** Neither Party shall assign performance under this Agreement, nor shall either Party transfer any right or obligation under this Agreement without the express written approval of the County.
14. **Amendment.** Any amendment to the terms of this Agreement must be in writing and will not by effective until it has been executed and approved by the same Parties who approved and executed the original Agreement or their successors in office.
15. **Waiver.** If the County fails to enforce any provision of this Agreement, that failure does not waive said provision or the County's right to enforce it.
16. **Sole Agreement.** This Agreement contains all negotiations between the County and Department. No other understanding regarding this Agreement, whether written or oral, may be used to bind either Party.

[SIGNATURE PAGE TO FOLLOW]

THUS, in witness thereof, the Parties have executed this Agreement on the date first written below.

The County of DuPage

By: _____

Print Name: Deborah A. Conroy

Title: County Board Chair

Date: February 24, 2026

The DuPage County Health Department

By: _____

Print Name: _____

Title: _____

Date: _____

EXHIBIT B

APPROVED ABATEMENT PROGRAMS

List of Opioid Remediation Uses

Schedule A
Core Strategies

Priority shall be given to the following core abatement strategies ("*Core Strategies*").

A. **NALOXONE OR OTHER FDA-APPROVED DRUG TO REVERSE OPIOID OVERDOSES**

1. Expand training for first responders, schools, community support groups and families; and

2. Increase distribution to individuals who are uninsured or whose insurance does not cover the needed service.

B. **MEDICATION-ASSISTED TREATMENT ("*MAT*") DISTRIBUTION AND OTHER OPIOID-RELATED TREATMENT**

1. Increase distribution of MAT to individuals who are uninsured or whose insurance does not cover the needed service;

2. Provide education to school-based and youth-focused programs that discourage or prevent misuse;

3. Provide MAT education and awareness training to healthcare providers, EMTs, law enforcement, and other first responders; and

4. Provide treatment and recovery support services such as residential and inpatient treatment, intensive outpatient treatment, outpatient therapy or counseling, and recovery housing that allow or integrate medication and with other support services.

C. **PREGNANT & POSTPARTUM WOMEN**

1. Expand Screening, Brief Intervention, and Referral to Treatment ("*SBIRT*") services to non-Medicaid eligible or uninsured pregnant women;

2. Expand comprehensive evidence-based treatment and recovery services, including MAT, for women with co-occurring Opioid Use Disorder ("*OUD*") and other Substance Use Disorder ("*SUD*")/Mental Health disorders for uninsured individuals for up to 12 months postpartum; and

3. Provide comprehensive wrap-around services to individuals with OUD, including housing, transportation, job placement/training, and childcare.

D. **EXPANDING TREATMENT FOR NEONATAL ABSTINENCE SYNDROME ("*NAS*")**

1. Expand comprehensive evidence-based and recovery support for NAS babies;

2. Expand services for better continuum of care with infant-need dyad; and

3. Expand long-term treatment and services for medical monitoring of NAS babies and their families.

E. **EXPANSION OF WARM HAND-OFF PROGRAMS AND RECOVERY SERVICES**

1. Expand services such as navigators and on-call teams to begin MAT in hospital emergency departments;

2. Expand warm hand-off services to transition to recovery services;

3. Broaden scope of recovery services to include co-occurring SUD or mental health conditions;

4. Provide comprehensive wrap-around services to individuals in recovery, including housing, transportation, job placement/training, and childcare; and

5. Hire additional social workers or other behavioral health workers to facilitate expansions above.

F. **TREATMENT FOR INCARCERATED POPULATION**

1. Provide evidence-based treatment and recovery support, including MAT for persons with OUD and co-occurring SUD/MH disorders within and transitioning out of the criminal justice system; and

2. Increase funding for jails to provide treatment to inmates with OUD.

G. **PREVENTION PROGRAMS**

1. Funding for media campaigns to prevent opioid use (similar to the FDA's "Real Cost" campaign to prevent youth from misusing tobacco);

2. Funding for evidence-based prevention programs in schools;

3. Funding for medical provider education and outreach regarding best prescribing practices for opioids consistent with the 2016 CDC guidelines, including providers at hospitals (academic detailing);

4. Funding for community drug disposal programs; and

5. Funding and training for first responders to participate in pre-arrest diversion programs, post-overdose response teams, or similar strategies that connect at-risk individuals to behavioral health services and supports.

H. **EXPANDING SYRINGE SERVICE PROGRAMS**

1. Provide comprehensive syringe services programs with more wrap-around services, including linkage to OUD treatment, access to sterile syringes and linkage to care and treatment of infectious diseases.

I. **EVIDENCE-BASED DATA COLLECTION AND RESEARCH ANALYZING THE EFFECTIVENESS OF THE ABATEMENT STRATEGIES WITHIN THE STATE**

Schedule B
Approved Uses

Support treatment of Opioid Use Disorder (OUD) and any co-occurring Substance Use Disorder or Mental Health (SUD/MH) conditions through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

PART ONE: TREATMENT

A. TREAT OPIOID USE DISORDER (OUD)

Support treatment of Opioid Use Disorder ("*OUD*") and any co-occurring Substance Use Disorder or Mental Health ("*SUD/MH*") conditions through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, those that:

1. Expand availability of treatment for OUD and any co-occurring SUD/MH conditions, including all forms of Medication-Assisted Treatment ("*MAT*") approved by the U.S. Food and Drug Administration.

2. Support and reimburse evidence-based services that adhere to the American Society of Addiction Medicine ("*ASAM*") continuum of care for OUD and any co-occurring SUD/MH conditions.

3. Expand telehealth to increase access to treatment for OUD and any co-occurring SUD/MH conditions, including MAT, as well as counseling, psychiatric support, and other treatment and recovery support services.

4. Improve oversight of Opioid Treatment Programs ("*OTPs*") to assure evidence-based or evidence-informed practices such as adequate methadone dosing and low threshold approaches to treatment.

5. Support mobile intervention, treatment, and recovery services, offered by qualified professionals and service providers, such as peer recovery coaches, for persons with OUD and any co-occurring SUD/MH conditions and for persons who have experienced an opioid overdose.

6. Provide treatment of trauma for individuals with OUD (*e.g.*, violence, sexual assault, human trafficking, or adverse childhood experiences) and family members (*e.g.*, surviving family members after an overdose or overdose fatality), and training of health care personnel to identify and address such trauma.

7. Support evidence-based withdrawal management services for people with OUD and any co-occurring mental health conditions.

As used in this Schedule, words like "expand," "fund," "provide" or the like shall not indicate a preference for new or existing programs.

8. Provide training on MAT for health care providers, first responders, students, or other supporting professionals, such as peer recovery coaches or recovery outreach specialists, including telementoring to assist community-based providers in rural or underserved areas.

9. Support workforce development for addiction professionals who work with persons with OUD and any co-occurring SUD/MH conditions.

10. Offer fellowships for addiction medicine specialists for direct patient care, instructors, and clinical research for treatments.

11. Offer scholarships and supports for behavioral health practitioners or workers involved in addressing OUD and any co-occurring SUD/MH or mental health conditions, including, but not limited to, training, scholarships, fellowships, loan repayment programs, or other incentives for providers to work in rural or underserved areas.

12. Provide funding and training for clinicians to obtain a waiver under the federal Drug Addiction Treatment Act of 2000 ("*DATA 2000*") to prescribe MAT for OUD, and provide technical assistance and professional support to clinicians who have obtained a DATA 2000 waiver.

13. Disseminate of web-based training curricula, such as the American Academy of Addiction Psychiatry's Provider Clinical Support Service–Opioids web-based training curriculum and motivational interviewing.

14. Develop and disseminate new curricula, such as the American Academy of Addiction Psychiatry's Provider Clinical Support Service for Medication–Assisted Treatment.

B. SUPPORT PEOPLE IN TREATMENT AND RECOVERY

Support people in recovery from OUD and any co-occurring SUD/MH conditions through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the programs or strategies that:

1. Provide comprehensive wrap-around services to individuals with OUD and any co-occurring SUD/MH conditions, including housing, transportation, education, job placement, job training, or childcare.

2. Provide the full continuum of care of treatment and recovery services for OUD and any co-occurring SUD/MH conditions, including supportive housing, peer support services and counseling, community navigators, case management, and connections to community-based services.

3. Provide counseling, peer-support, recovery case management and residential treatment with access to medications for those who need it to persons with OUD and any co-occurring SUD/MH conditions.

4. Provide access to housing for people with OUD and any co-occurring SUD/MH conditions, including supportive housing, recovery housing, housing assistance programs, training for housing providers, or recovery housing programs that allow or integrate FDA-approved mediation with other support services.

5. Provide community support services, including social and legal services, to assist in deinstitutionalizing persons with OUD and any co-occurring SUD/MH conditions.

6. Support or expand peer-recovery centers, which may include support groups, social events, computer access, or other services for persons with OUD and any co-occurring SUD/MH conditions.

7. Provide or support transportation to treatment or recovery programs or services for persons with OUD and any co-occurring SUD/MH conditions.

8. Provide employment training or educational services for persons in treatment for or recovery from OUD and any co-occurring SUD/MH conditions.

9. Identify successful recovery programs such as physician, pilot, and college recovery programs, and provide support and technical assistance to increase the number and capacity of high-quality programs to help those in recovery.

10. Engage non-profits, faith-based communities, and community coalitions to support people in treatment and recovery and to support family members in their efforts to support the person with OUD in the family.

11. Provide training and development of procedures for government staff to appropriately interact and provide social and other services to individuals with or in recovery from OUD, including reducing stigma.

12. Support stigma reduction efforts regarding treatment and support for persons with OUD, including reducing the stigma on effective treatment.

13. Create or support culturally appropriate services and programs for persons with OUD and any co-occurring SUD/MH conditions, including new Americans.

14. Create and/or support recovery high schools.

15. Hire or train behavioral health workers to provide or expand any of the services or supports listed above.

C. CONNECT PEOPLE WHO NEED HELP TO THE HELP THEY NEED (CONNECTIONS TO CARE)

Provide connections to care for people who have—or are at risk of developing—OUD and any co-occurring SUD/MH conditions through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, those that:

1. Ensure that health care providers are screening for OUD and other risk factors and know how to appropriately counsel and treat (or refer if necessary) a patient for OUD treatment.

2. Fund SBIRT programs to reduce the transition from use to disorders, including SBIRT services to pregnant women who are uninsured or not eligible for Medicaid.

3. Provide training and long-term implementation of SBIRT in key systems (health, schools, colleges, criminal justice, and probation), with a focus on youth and young adults when transition from misuse to opioid disorder is common.

4. Purchase automated versions of SBIRT and support ongoing costs of the technology.

5. Expand services such as navigators and on-call teams to begin MAT in hospital emergency departments.

6. Provide training for emergency room personnel treating opioid overdose patients on post-discharge planning, including community referrals for MAT, recovery case management or support services.

7. Support hospital programs that transition persons with OUD and any co-occurring SUD/MH conditions, or persons who have experienced an opioid overdose, into clinically appropriate follow-up care through a bridge clinic or similar approach.

8. Support crisis stabilization centers that serve as an alternative to hospital emergency departments for persons with OUD and any co-occurring SUD/MH conditions or persons that have experienced an opioid overdose.

9. Support the work of Emergency Medical Systems, including peer support specialists, to connect individuals to treatment or other appropriate services following an opioid overdose or other opioid-related adverse event.

10. Provide funding for peer support specialists or recovery coaches in emergency departments, detox facilities, recovery centers, recovery housing, or similar settings; offer services, supports, or connections to care to persons with OUD and any co-occurring SUD/MH conditions or to persons who have experienced an opioid overdose.

11. Expand warm hand-off services to transition to recovery services.

12. Create or support school-based contacts that parents can engage with to seek immediate treatment services for their child; and support prevention, intervention, treatment, and recovery programs focused on young people.

13. Develop and support best practices on addressing OUD in the workplace.

14. Support assistance programs for health care providers with OUD.

15. Engage non-profits and the faith community as a system to support outreach for treatment.

16. Support centralized call centers that provide information and connections to appropriate services and supports for persons with OUD and any co-occurring SUD/MH conditions.

D. ADDRESS THE NEEDS OF CRIMINAL JUSTICE-INVOLVED PERSONS

Address the needs of persons with OUD and any co-occurring SUD/MH conditions who are involved in, are at risk of becoming involved in, or are transitioning out of the criminal justice system through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, those that:

1. Support pre-arrest or pre-arraignment diversion and deflection strategies for persons with OUD and any co-occurring SUD/MH conditions, including established strategies such as:

    1. Self-referral strategies such as the Angel Programs or the Police Assisted Addiction Recovery Initiative ("*PAARI*");

    2. Active outreach strategies such as the Drug Abuse Response Team ("*DART*") model;

    3. "Naloxone Plus" strategies, which work to ensure that individuals who have received naloxone to reverse the effects of an overdose are then linked to treatment programs or other appropriate services;

    4. Officer prevention strategies, such as the Law Enforcement Assisted Diversion ("*LEAD*") model;

    5. Officer intervention strategies such as the Leon County, Florida Adult Civil Citation Network or the Chicago Westside Narcotics Diversion to Treatment Initiative; or

    6. Co-responder and/or alternative responder models to address OUD-related 911 calls with greater SUD expertise.

2. Support pre-trial services that connect individuals with OUD and any co-occurring SUD/MH conditions to evidence-informed treatment, including MAT, and related services.

3. Support treatment and recovery courts that provide evidence-based options for persons with OUD and any co-occurring SUD/MH conditions.

4. Provide evidence-informed treatment, including MAT, recovery support, harm reduction, or other appropriate services to individuals with OUD and any co-occurring SUD/MH conditions who are incarcerated in jail or prison.

5. Provide evidence-informed treatment, including MAT, recovery support, harm reduction, or other appropriate services to individuals with OUD and any co-occurring SUD/MH conditions who are leaving jail or prison or have recently left jail or prison, are on probation or parole, are under community corrections supervision, or are in re-entry programs or facilities.

6. Support critical time interventions ("*CTI*"), particularly for individuals living with dual-diagnosis OUD/serious mental illness, and services for individuals who face immediate risks and service needs and risks upon release from correctional settings.

7. Provide training on best practices for addressing the needs of criminal justice-involved persons with OUD and any co-occurring SUD/MH conditions to law enforcement, correctional, or judicial personnel or to providers of treatment, recovery, harm reduction, case management, or other services offered in connection with any of the strategies described in this section.

E. ADDRESS THE NEEDS OF PREGNANT OR PARENTING WOMEN AND THEIR FAMILIES, INCLUDING BABIES WITH NEONATAL ABSTINENCE SYNDROME

Address the needs of pregnant or parenting women with OUD and any co-occurring SUD/MH conditions, and the needs of their families, including babies with neonatal abstinence syndrome ("*NAS*"), through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, those that:

1. Support evidence-based or evidence-informed treatment, including MAT, recovery services and supports, and prevention services for pregnant women—or women who could become pregnant—who have OUD and any co-occurring SUD/MH conditions, and other measures to educate and provide support to families affected by Neonatal Abstinence Syndrome.

2. Expand comprehensive evidence-based treatment and recovery services, including MAT, for uninsured women with OUD and any co-occurring SUD/MH conditions for up to 12 months postpartum.

3. Provide training for obstetricians or other healthcare personnel who work with pregnant women and their families regarding treatment of OUD and any co-occurring SUD/MH conditions.

4. Expand comprehensive evidence-based treatment and recovery support for NAS babies; expand services for better continuum of care with infant-need dyad; and expand long-term treatment and services for medical monitoring of NAS babies and their families.

5. Provide training to health care providers who work with pregnant or parenting women on best practices for compliance with federal requirements that children born with NAS get referred to appropriate services and receive a plan of safe care.

6. Provide child and family supports for parenting women with OUD and any co-occurring SUD/MH conditions.

7. Provide enhanced family support and child care services for parents with OUD and any co-occurring SUD/MH conditions.

8. Provide enhanced support for children and family members suffering trauma as a result of addiction in the family; and offer trauma-informed behavioral health treatment for adverse childhood events.

9. Offer home-based wrap-around services to persons with OUD and any co-occurring SUD/MH conditions, including, but not limited to, parent skills training.

10. Provide support for Children's Services—Fund additional positions and services, including supportive housing and other residential services, relating to children being removed from the home and/or placed in foster care due to custodial opioid use.

PART TWO: PREVENTION

F. PREVENT OVER-PRESCRIBING AND ENSURE APPROPRIATE PRESCRIBING AND DISPENSING OF OPIOIDS

Support efforts to prevent over-prescribing and ensure appropriate prescribing and dispensing of opioids through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Funding medical provider education and outreach regarding best prescribing practices for opioids consistent with the Guidelines for Prescribing Opioids for Chronic Pain from the U.S. Centers for Disease Control and Prevention, including providers at hospitals (academic detailing).

2. Training for health care providers regarding safe and responsible opioid prescribing, dosing, and tapering patients off opioids.

3. Continuing Medical Education (CME) on appropriate prescribing of opioids.

4. Providing Support for non-opioid pain treatment alternatives, including training providers to offer or refer to multi-modal, evidence-informed treatment of pain.

5. Supporting enhancements or improvements to Prescription Drug Monitoring Programs ("*PDMPs*"), including, but not limited to, improvements that:

1. Increase the number of prescribers using PDMPs;

2. Improve point-of-care decision-making by increasing the quantity, quality, or format of data available to prescribers using PDMPs, by improving the interface that prescribers use to access PDMP data, or both; or

3. Enable states to use PDMP data in support of surveillance or intervention strategies, including MAT referrals and follow-up for individuals identified within PDMP data as likely to experience OUD in a manner that complies with all relevant privacy and security laws and rules.

6. Ensuring PDMPs incorporate available overdose/naloxone deployment data, including the United States Department of Transportation's Emergency Medical Technician overdose database in a manner that complies with all relevant privacy and security laws and rules.

7. Increasing electronic prescribing to prevent diversion or forgery.

8. Educating dispensers on appropriate opioid dispensing.

G. PREVENT MISUSE OF OPIOIDS

Support efforts to discourage or prevent misuse of opioids through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Funding media campaigns to prevent opioid misuse.

2. Corrective advertising or affirmative public education campaigns based on evidence.

3. Public education relating to drug disposal.

4. Drug take-back disposal or destruction programs.

5. Funding community anti-drug coalitions that engage in drug prevention efforts.

6. Supporting community coalitions in implementing evidence-informed prevention, such as reduced social access and physical access, stigma reduction—including staffing, educational campaigns, support for people in treatment or recovery, or training of coalitions in evidence-informed implementation, including the Strategic Prevention Framework developed by the U.S. Substance Abuse and Mental Health Services Administration ("*SAMHSA*").

7. Engaging non-profits and faith-based communities as systems to support prevention.

8. Funding evidence-based prevention programs in schools or evidence-informed school and community education programs and campaigns for students, families, school employees, school athletic programs, parent-teacher and student associations, and others.

9. School-based or youth-focused programs or strategies that have demonstrated effectiveness in preventing drug misuse and seem likely to be effective in preventing the uptake and use of opioids.

10. Create or support community-based education or intervention services for families, youth, and adolescents at risk for OUD and any co-occurring SUD/MH conditions.

11. Support evidence-informed programs or curricula to address mental health needs of young people who may be at risk of misusing opioids or other drugs, including emotional modulation and resilience skills.

12. Support greater access to mental health services and supports for young people, including services and supports provided by school nurses, behavioral health workers or other school staff, to address mental health needs in young people that (when not properly addressed) increase the risk of opioid or another drug misuse.

H. PREVENT OVERDOSE DEATHS AND OTHER HARMS (HARM REDUCTION)

Support efforts to prevent or reduce overdose deaths or other opioid-related harms through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Increased availability and distribution of naloxone and other drugs that treat overdoses for first responders, overdose patients, individuals with OUD and their friends and family members, schools, community navigators and outreach workers, persons being released from jail or prison, or other members of the general public.

2. Public health entities providing free naloxone to anyone in the community.

3. Training and education regarding naloxone and other drugs that treat overdoses for first responders, overdose patients, patients taking opioids, families, schools, community support groups, and other members of the general public.

4. Enabling school nurses and other school staff to respond to opioid overdoses, and provide them with naloxone, training, and support.

5. Expanding, improving, or developing data tracking software and applications for overdoses/naloxone revivals.

6. Public education relating to emergency responses to overdoses.

7. Public education relating to immunity and Good Samaritan laws.

8. Educating first responders regarding the existence and operation of immunity and Good Samaritan laws.

9. Syringe service programs and other evidence-informed programs to reduce harms associated with intravenous drug use, including supplies, staffing, space, peer support services, referrals to treatment, fentanyl checking, connections to care, and the full range of harm reduction and treatment services provided by these programs.

10. Expanding access to testing and treatment for infectious diseases such as HIV and Hepatitis C resulting from intravenous opioid use.

11. Supporting mobile units that offer or provide referrals to harm reduction services, treatment, recovery supports, health care, or other appropriate services to persons that use opioids or persons with OUD and any co-occurring SUD/MH conditions.

12. Providing training in harm reduction strategies to health care providers, students, peer recovery coaches, recovery outreach specialists, or other professionals that provide care to persons who use opioids or persons with OUD and any co-occurring SUD/MH conditions.

13. Supporting screening for fentanyl in routine clinical toxicology testing.

PART THREE: OTHER STRATEGIES

I. FIRST RESPONDERS

In addition to items in section C, D and H relating to first responders, support the following:

1. Education of law enforcement or other first responders regarding appropriate practices and precautions when dealing with fentanyl or other drugs.

2. Provision of wellness and support services for first responders and others who experience secondary trauma associated with opioid-related emergency events.

J. LEADERSHIP, PLANNING AND COORDINATION

Support efforts to provide leadership, planning, coordination, facilitations, training and technical assistance to abate the opioid epidemic through activities, programs, or strategies that may include, but are not limited to, the following:

1. Statewide, regional, local or community regional planning to identify root causes of addiction and overdose, goals for reducing harms related to the opioid epidemic, and areas and populations with the greatest needs for treatment

intervention services, and to support training and technical assistance and other strategies to abate the opioid epidemic described in this opioid abatement strategy list.

2. A dashboard to (a) share reports, recommendations, or plans to spend opioid settlement funds; (b) to show how opioid settlement funds have been spent; (c) to report program or strategy outcomes; or (d) to track, share or visualize key opioid- or health-related indicators and supports as identified through collaborative statewide, regional, local or community processes.

3. Invest in infrastructure or staffing at government or not-for-profit agencies to support collaborative, cross-system coordination with the purpose of preventing overprescribing, opioid misuse, or opioid overdoses, treating those with OUD and any co-occurring SUD/MH conditions, supporting them in treatment or recovery, connecting them to care, or implementing other strategies to abate the opioid epidemic described in this opioid abatement strategy list.

4. Provide resources to staff government oversight and management of opioid abatement programs.

K. TRAINING

In addition to the training referred to throughout this document, support training to abate the opioid epidemic through activities, programs, or strategies that may include, but are not limited to, those that:

1. Provide funding for staff training or networking programs and services to improve the capability of government, community, and not-for-profit entities to abate the opioid crisis.

2. Support infrastructure and staffing for collaborative cross-system coordination to prevent opioid misuse, prevent overdoses, and treat those with OUD and any co-occurring SUD/MH conditions, or implement other strategies to abate the opioid epidemic described in this opioid abatement strategy list (*e.g.*, health care, primary care, pharmacies, PDMPs, etc.).

L. RESEARCH

Support opioid abatement research that may include, but is not limited to, the following:

1. Monitoring, surveillance, data collection and evaluation of programs and strategies described in this opioid abatement strategy list.

2. Research non-opioid treatment of chronic pain.

3. Research on improved service delivery for modalities such as SBIRT that demonstrate promising but mixed results in populations vulnerable to opioid use disorders.

4. Research on novel harm reduction and prevention efforts such as the provision of fentanyl test strips.

5. Research on innovative supply-side enforcement efforts such as improved detection of mail-based delivery of synthetic opioids.

6. Expanded research on swift/certain/fair models to reduce and deter opioid misuse within criminal justice populations that build upon promising approaches used to address other substances (*e.g.*, Hawaii HOPE and Dakota 24/7).

7. Epidemiological surveillance of OUD-related behaviors in critical populations, including individuals entering the criminal justice system, including, but not limited to approaches modeled on the Arrestee Drug Abuse Monitoring ("*ADAM*") system.

8. Qualitative and quantitative research regarding public health risks and harm reduction opportunities within illicit drug markets, including surveys of market participants who sell or distribute illicit opioids.

9. Geospatial analysis of access barriers to MAT and their association with treatment engagement and treatment outcomes.

Payment of Claims

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

File #: 26-0649 **Agenda Date:** 2/24/2026 **Agenda #:** 8.B.

AP255 Date: 02/06/26 JOB SUBMISSION PARAMETERS
Time: 11:00

User Name: DP\FNAXE
Job Name: PMTHISTORY
Step Nbr: 1

Pay Group: 1000
Cash Code: 1414 Class C Accounts Payable

Payment Date: 020626 - 020626
Payment Numbers: -
Payment Code:

Bank Account Payment History

Payment Date Range 02/06/26 thru 02/06/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code ACH

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 538676 Payment Date 02/06/26		Vendor 12306	ADVANCE TRANSLATIONS, INC					Status Issued	
12306	3273		IX	100	02/04/26		1,500.00	0.00	1,500.00
12306	3274		IX	100	02/04/26		1,650.00	0.00	1,650.00
			*** Payment Total				3,150.00	0.00	3,150.00
Payment Number 538677 Payment Date 02/06/26		Vendor 10674	AIRGAS USA					Status Issued	
10674	5521308417		IX	100	01/30/26		259.35	0.00	259.35
			*** Payment Total				259.35	0.00	259.35
Payment Number 538678 Payment Date 02/06/26		Vendor 26753	AMAZON CAPITAL SERVICES					Status Issued	
26753	1LDL-4CJ1-7MMW		IX	100	03/06/26		5.81	0.00	5.81
			*** Payment Total				5.81	0.00	5.81
Payment Number 538679 Payment Date 02/06/26		Vendor 26753	AMAZON CAPITAL SERVICES					Status Issued	
26753	11PR-V6W4-WWMD		IX	100	03/01/26		199.60	0.00	199.60
26753	17QW-V993-9X1T		IX	100	02/28/26		94.97	0.00	94.97
26753	1H1G-L4RP-X4KT		IX	100	02/14/26		779.00	0.00	779.00
26753	1MGK-VQ6H-PWNL		IX	100	02/25/26		25.49	0.00	25.49
26753	1N4T-JJK9-DCLV		IX	100	02/28/26		36.97	0.00	36.97
26753	1T4W-PXVF-4679		IX	100	03/06/26		148.49	0.00	148.49
26753	1TY6-JX31-7W3X		IX	100	03/04/26		101.32	0.00	101.32
			*** Payment Total				1,385.84	0.00	1,385.84
Payment Number 538680 Payment Date 02/06/26		Vendor 22420	BARNES, KRISTIN					Status Issued	
22420	10282025		IX	100	02/27/26		33.25	0.00	33.25
			*** Payment Total				33.25	0.00	33.25
Payment Number 538681 Payment Date 02/06/26		Vendor 11210	BOND, DICKSON & ASSOCIATES PC					Status Issued	
11210	20584		IX	100	02/05/26		6,357.00	0.00	6,357.00
			*** Payment Total				6,357.00	0.00	6,357.00
Payment Number 538682 Payment Date 02/06/26		Vendor 11838	BRECHBUHLER SCALES, INC					Status Issued	
11838	18003560		IX	100	01/29/26		240.00	0.00	240.00
11838	18003596		IX	100	02/12/26		240.00	0.00	240.00
			*** Payment Total				480.00	0.00	480.00
Payment Number 538683 Payment Date 02/06/26		Vendor 27908	C.A. SHORT COMPANY					Status Issued	
27908	2708679		IX	100	01/01/26		67.00	0.00	67.00
27908	2714496		IX	100	01/04/26		67.00	0.00	67.00
27908	2724537		IX	100	01/09/26		250.00	0.00	250.00
27908	2740634		IX	100	01/21/26		67.00	0.00	67.00
27908	2740927		IX	100	01/21/26		215.00	0.00	215.00
27908	2743536		IX	100	01/23/26		67.00	0.00	67.00
			*** Payment Total				733.00	0.00	733.00
Payment Number 538684 Payment Date 02/06/26		Vendor 47583	CASTILLO, ILIANA					Status Issued	
47583	012826 020326		IX	100	03/06/26		340.00	0.00	340.00
			*** Payment Total				340.00	0.00	340.00

Payment Date Range 02/06/26 thru 02/06/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code ACH

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 538685 Payment Date 02/06/26			Vendor 12097		DATAVANT, LLC			Status Issued	
12097	0537329967		IX	100	01/23/26		113.77	0.00	113.77
12097	0537346901		IX	100	01/23/26		110.06	0.00	110.06
12097	0539858212		IX	100	02/15/26		265.90	0.00	265.90
12097	0540362759		IX	100	02/20/26		2.00	0.00	2.00
12097	0540902042		IX	100	02/25/26		2.00	0.00	2.00
			*** Payment Total				493.73	0.00	493.73
Payment Number 538686 Payment Date 02/06/26			Vendor 31638		DRUGAN, MICHAEL C			Status Issued	
31638	1104		IX	100	03/03/26		6,376.09	0.00	6,376.09
			*** Payment Total				6,376.09	0.00	6,376.09
Payment Number 538687 Payment Date 02/06/26			Vendor 23461		DUPAGE COUNTY COMMUNITY			Status Issued	
23461	FSS-1000-1750-25-2872		IX	100	02/03/26		542.00	0.00	542.00
			*** Payment Total				542.00	0.00	542.00
Payment Number 538688 Payment Date 02/06/26			Vendor 37180		FAILLO, MARY E			Status Issued	
37180	1292025		IX	100	02/20/26		76.00	0.00	76.00
			*** Payment Total				76.00	0.00	76.00
Payment Number 538689 Payment Date 02/06/26			Vendor 26530		HARRIS, THERESA			Status Issued	
26530	1094		IX	100	02/27/26		504.00	0.00	504.00
			*** Payment Total				504.00	0.00	504.00
Payment Number 538690 Payment Date 02/06/26			Vendor 47646		LYNCH, MICHAEL			Status Issued	
47646	012826 020326		IX	100	03/06/26		80.00	0.00	80.00
			*** Payment Total				80.00	0.00	80.00
Payment Number 538691 Payment Date 02/06/26			Vendor 10141		PRCO			Status Issued	
10141	113799		IX	100	01/15/26		517.50	0.00	517.50
			*** Payment Total				517.50	0.00	517.50
Payment Number 538692 Payment Date 02/06/26			Vendor 14308		PUBLIC SAFETY DIRECT INC			Status Issued	
14308	106745		IX	100	02/26/26		21,413.36	0.00	21,413.36
			*** Payment Total				21,413.36	0.00	21,413.36
Payment Number 538693 Payment Date 02/06/26			Vendor 11145		RAY O'HERRON CO INC			Status Issued	
11145	2457608		IX	100	02/22/26		32.30	0.00	32.30
11145	2459824		IX	100	03/06/26		149.43	0.00	149.43
11145	2459830		IX	100	03/06/26		144.25	0.00	144.25
11145	2459837		IX	100	03/06/26		1,622.04	0.00	1,622.04
			*** Payment Total				1,948.02	0.00	1,948.02
Payment Number 538694 Payment Date 02/06/26			Vendor 26979		SYMPHONY TALENT LLC			Status Issued	
26979	INV-372250		IX	100	02/26/26		3,633.00	0.00	3,633.00
			*** Payment Total				3,633.00	0.00	3,633.00
Payment Number 538695 Payment Date 02/06/26			Vendor 44522		TOSHIBA AMERICA BUSINESS			Status Issued	
44522	6740486		IX	100	02/07/26		537.63	0.00	537.63

Payment Date Range 02/06/26 thru 02/06/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code ACH

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 538695 Payment Date 02/06/26			Vendor 44522		TOSHIBA AMERICA BUSINESS			Status Issued	
44522	6758959		IX	100	03/04/26		93.97	0.00	93.97
44522	6759124		IX	100	03/04/26		742.15	0.00	742.15
44522	6759737		IX	100	03/04/26		1,119.95	0.00	1,119.95
44522	6759919		IX	100	03/04/26		680.08	0.00	680.08
		*** Payment Total					3,173.78	0.00	3,173.78
		*** Payment Code ACH Total					51,501.73	0.00	51,501.73
		Payment Count					20		

Payment Date Range 02/06/26 thru 02/06/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225290 Payment Date 02/06/26		Vendor 19712	DPCO SHERIFF EXTRADITION ACCT					Status Issued	
19712	CK10370		IX	100	02/25/26		661.91	0.00	661.91
19712	CK10372		IX	100	02/27/26		40.00	0.00	40.00
19712	CK10374		IX	100	03/05/26		20.00	0.00	20.00
			*** Payment Total				721.91	0.00	721.91
Payment Number 1225291 Payment Date 02/06/26		Vendor 22262	ADVANCED DIGITAL MEDIA					Status Issued	
22262	INV2022060781		IX	100	03/03/26		175.00	0.00	175.00
			*** Payment Total				175.00	0.00	175.00
Payment Number 1225292 Payment Date 02/06/26		Vendor 10339	AFFILIATED STEAM & HOT WATER					Status Issued	
10339	1264409		IX	100	02/19/26		1,710.49	0.00	1,710.49
			*** Payment Total				1,710.49	0.00	1,710.49
Payment Number 1225293 Payment Date 02/06/26		Vendor 20543	ALLSTATE FIRE AND CASUALTY					Status Issued	
20543	FSS-1000-1750-26-2950		IX	100	02/28/26		673.60	0.00	673.60
			*** Payment Total				673.60	0.00	673.60
Payment Number 1225294 Payment Date 02/06/26		Vendor 10671	ALPHAGRAPHICS					Status Issued	
10671	187470		IX	100	03/05/26		31.99	0.00	31.99
			*** Payment Total				31.99	0.00	31.99
Payment Number 1225295 Payment Date 02/06/26		Vendor 30080	ANN WOHLMUTH, CI/CT					Status Issued	
30080	260131-03		IX	100	03/05/26		630.00	0.00	630.00
			*** Payment Total				630.00	0.00	630.00
Payment Number 1225296 Payment Date 02/06/26		Vendor 27841	ARLINGTON POWER EQUIPMENT					Status Issued	
27841	262456		IX	100	02/13/26		667.17	0.00	667.17
			*** Payment Total				667.17	0.00	667.17
Payment Number 1225297 Payment Date 02/06/26		Vendor 19393	ARROWHEAD GOLF CLUB					Status Issued	
19393	012926		IX	100	02/28/26		1,343.38	0.00	1,343.38
			*** Payment Total				1,343.38	0.00	1,343.38
Payment Number 1225298 Payment Date 02/06/26		Vendor 10008	AT&T					Status Issued	
10008	3512441118		IX	100	02/18/26		3,389.80	0.00	3,389.80
10008	5315171116		IX	100	02/18/26		2,843.39	0.00	2,843.39
10008	5325171114 2026		IX	100	02/18/26		800.84	0.00	800.84
10008	5825810113 2026		IX	100	01/18/26		2,843.39	0.00	2,843.39
10008	5835810111 2026		IX	100	01/18/26		800.84	0.00	800.84
10008	5875810113		IX	100	01/18/26		3,399.31	0.00	3,399.31
10008	7230440113 2026		IX	100	02/06/26		154.48	0.00	154.48
			*** Payment Total				14,232.05	0.00	14,232.05
Payment Number 1225299 Payment Date 02/06/26		Vendor 10008	AT&T					Status Issued	
10008	630499751001 2026		IX	100	02/21/26		53.68	0.00	53.68
			*** Payment Total				53.68	0.00	53.68
Payment Number 1225300 Payment Date 02/06/26		Vendor 10008	AT&T					Status Issued	

Payment Date Range 02/06/26 thru 02/06/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225300 Payment Date 02/06/26		Vendor 10008	AT&T					Status Issued	
10008	630260168901 2026		IX	100	01/31/26		380.76	0.00	380.76
			*** Payment Total				380.76	0.00	380.76
Payment Number 1225301 Payment Date 02/06/26		Vendor 10009	AT&T MOBILITY					Status Issued	
10009	287301188830X01082026		IX	100	01/30/26		1,763.02	0.00	1,763.02
10009	287303454774X01082026		IX	100	01/30/26		413.89	0.00	413.89
10009	287352264097X01082026		IX	100	01/30/26		151.95	0.00	151.95
10009	287352264996X01082026		IX	100	01/30/26		381.36	0.00	381.36
			*** Payment Total				2,710.22	0.00	2,710.22
Payment Number 1225302 Payment Date 02/06/26		Vendor 29579	AUSTIN, SUZANNE					Status Issued	
29579	2021CF1985 12012025		IX	100	02/03/26		23.50	0.00	23.50
29579	SA21CF1985120125E		IX	100	02/02/26		188.00	0.00	188.00
			*** Payment Total				211.50	0.00	211.50
Payment Number 1225303 Payment Date 02/06/26		Vendor 45475	BITTNER, MARK					Status Issued	
45475	MIL20260107		IX	100	02/06/26		76.85	0.00	76.85
			*** Payment Total				76.85	0.00	76.85
Payment Number 1225304 Payment Date 02/06/26		Vendor 41520	BLASE, SEAN					Status Issued	
41520	TRV20260105		IX	100	02/05/26		129.13	0.00	129.13
			*** Payment Total				129.13	0.00	129.13
Payment Number 1225305 Payment Date 02/06/26		Vendor 12173	BODE CELLMARK FORENSICS, INC					Status Issued	
12173	50805		IX	100	03/02/26		4,265.00	0.00	4,265.00
			*** Payment Total				4,265.00	0.00	4,265.00
Payment Number 1225306 Payment Date 02/06/26		Vendor 26281	BRAND ADVANTAGE GROUP					Status Issued	
26281	2208858A		IX	100	01/14/26		226.22	0.00	226.22
			*** Payment Total				226.22	0.00	226.22
Payment Number 1225307 Payment Date 02/06/26		Vendor 13299	CAYMAN CHEMICAL COMPANY INC					Status Issued	
13299	02099213		IX	100	03/04/26		967.00	0.00	967.00
			*** Payment Total				967.00	0.00	967.00
Payment Number 1225308 Payment Date 02/06/26		Vendor 10019	CENTRAL DUPAGE HOSPITAL ASSN					Status Issued	
10019	6000117698		IX	100	01/08/26		128.00	0.00	128.00
			*** Payment Total				128.00	0.00	128.00
Payment Number 1225309 Payment Date 02/06/26		Vendor 10019	CENTRAL DUPAGE HOSPITAL					Status Issued	
10019	19298719000		IX	100	02/09/26		13,110.75	0.00	13,110.75
10019	19341414800		IX	100	02/15/26		2,245.05	0.00	2,245.05
			*** Payment Total				15,355.80	0.00	15,355.80
Payment Number 1225310 Payment Date 02/06/26		Vendor 11550	DOWNERS GROVE AREA CHAMBER					Status Issued	
11550	83710-83717		IX	100	02/14/26		540.00	0.00	540.00
			*** Payment Total				540.00	0.00	540.00

Payment Date Range 02/06/26 thru 02/06/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225311 Payment Date 02/06/26			Vendor 32977				CHEMCRAFT INDUSTRIES	Status Issued	
32977	276338		IX	100	03/01/26		5,267.00	0.00	5,267.00
			*** Payment Total				5,267.00	0.00	5,267.00
Payment Number 1225312 Payment Date 02/06/26			Vendor 12628				CHOOSE DUPAGE	Status Issued	
12628	020326		IX	100	03/05/26		35,416.67	0.00	35,416.67
12628	2026-01		IX	100	02/13/26		60,000.00	0.00	60,000.00
			*** Payment Total				95,416.67	0.00	95,416.67
Payment Number 1225313 Payment Date 02/06/26			Vendor 10074				CITY OF WHEATON	Status Issued	
10074	0034070000 011526		IX	100	02/14/26		71.97	0.00	71.97
10074	0034080100 011526		IX	100	02/14/26		26.97	0.00	26.97
10074	0034110000 011526		IX	100	02/14/26		569.39	0.00	569.39
10074	0034120000 011526		IX	100	02/14/26		20.96	0.00	20.96
10074	0034150000 011526		IX	100	02/14/26		35.91	0.00	35.91
10074	0034150100 011526		IX	100	02/14/26		1,152.36	0.00	1,152.36
10074	0034150200 011526		IX	100	02/14/26		603.89	0.00	603.89
10074	0034150400 011526		IX	100	02/14/26		33,558.91	0.00	33,558.91
10074	0034150600 011526		IX	100	02/14/26		2,836.72	0.00	2,836.72
10074	0034150700 011526		IX	100	02/14/26		996.10	0.00	996.10
10074	0034150800 011526		IX	100	02/14/26		65.80	0.00	65.80
10074	0034150900 011526		IX	100	02/14/26		101.67	0.00	101.67
10074	0034160000 011526		IX	100	02/14/26		1,549.65	0.00	1,549.65
10074	0341201000 011526		IX	100	02/14/26		113.88	0.00	113.88
10074	2024004200 011526		IX	100	02/14/26		3,657.53	0.00	3,657.53
			*** Payment Total				45,361.71	0.00	45,361.71
Payment Number 1225314 Payment Date 02/06/26			Vendor 12039				CLAUSEN MILLER, PC	Status Issued	
12039	30276012		IX	100	02/15/26		6,655.00	0.00	6,655.00
			*** Payment Total				6,655.00	0.00	6,655.00
Payment Number 1225315 Payment Date 02/06/26			Vendor 12382				COMCAST	Status Issued	
12382	261067126		IX	100	02/14/26		436.46	0.00	436.46
			*** Payment Total				436.46	0.00	436.46
Payment Number 1225316 Payment Date 02/06/26			Vendor 12382				COMCAST	Status Issued	
12382	8771200470953205011926		IX	100	02/18/26		265.40	0.00	265.40
			*** Payment Total				265.40	0.00	265.40
Payment Number 1225317 Payment Date 02/06/26			Vendor 34625				DOCU-SHRED, INC	Status Issued	
34625	53836		IX	100	02/21/26		260.00	0.00	260.00
			*** Payment Total				260.00	0.00	260.00
Payment Number 1225318 Payment Date 02/06/26			Vendor 10461				DUPAGE PUBLIC SAFETY	Status Issued	
10461	19702		IX	100	03/03/26		14,636.92	0.00	14,636.92
10461	19765		IX	100	03/03/26		384,898.50	0.00	384,898.50
			*** Payment Total				399,535.42	0.00	399,535.42
Payment Number 1225319 Payment Date 02/06/26			Vendor 19161				DUPAGE COUNTY HEALTH	Status Issued	

AP255 Date 02/06/26 Pay Group 1000 GENERAL FUND PAY GROUP USD Page 7
Time 11:02 Bank Account Payment History

Payment Date Range 02/06/26 thru 02/06/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225319 Payment Date 02/06/26		Vendor 19161	DUPAGE COUNTY HEALTH					Status Issued	
19161	JU 20755		IX	100	02/26/26		600.00	0.00	600.00
19161	JU 20901		IX	100	03/07/26		4,000.00	0.00	4,000.00
			*** Payment Total				4,600.00	0.00	4,600.00
Payment Number 1225320 Payment Date 02/06/26		Vendor 11348	DUPAGE FEDERATION ON HUMAN					Status Issued	
11348	12528		IX	100	01/30/26		904.55	0.00	904.55
			*** Payment Total				904.55	0.00	904.55
Payment Number 1225321 Payment Date 02/06/26		Vendor 11847	DUPAGE MEDICAL GROUP					Status Issued	
11847	596907182		IX	100	12/14/25		929.59	0.00	929.59
11847	596907191		IX	100	12/14/25		929.59	0.00	929.59
			*** Payment Total				1,859.18	0.00	1,859.18
Payment Number 1225322 Payment Date 02/06/26		Vendor 11196	FEDEX					Status Issued	
11196	9-147-89489		IX	100	02/20/26		113.77	0.00	113.77
			*** Payment Total				113.77	0.00	113.77
Payment Number 1225323 Payment Date 02/06/26		Vendor 12631	FILKINS, JAMES MD JD					Status Issued	
12631	020226		IX	100	03/04/26		6,600.00	0.00	6,600.00
			*** Payment Total				6,600.00	0.00	6,600.00
Payment Number 1225324 Payment Date 02/06/26		Vendor 11372	FILTER SERVICES INC					Status Issued	
11372	INV460969		IX	100	02/21/26		352.60	0.00	352.60
			*** Payment Total				352.60	0.00	352.60
Payment Number 1225325 Payment Date 02/06/26		Vendor 41579	HAIDER, SABA					Status Issued	
41579	TRV20250228		IX	100	03/30/25		1,811.33	0.00	1,811.33
			*** Payment Total				1,811.33	0.00	1,811.33
Payment Number 1225326 Payment Date 02/06/26		Vendor 10366	HINCKLEY SPRINGS					Status Issued	
10366	14458321 012526		IX	100	02/24/26		108.42	0.00	108.42
			*** Payment Total				108.42	0.00	108.42
Payment Number 1225327 Payment Date 02/06/26		Vendor 12143	IEMA-OHS					Status Issued	
12143	9252182 2026		IX	100	02/05/26		75.00	0.00	75.00
			*** Payment Total				75.00	0.00	75.00
Payment Number 1225328 Payment Date 02/06/26		Vendor 45667	INLINGO, LLC					Status Issued	
45667	3066		IX	100	03/03/26		600.00	0.00	600.00
			*** Payment Total				600.00	0.00	600.00
Payment Number 1225329 Payment Date 02/06/26		Vendor 20131	JIMMY JOHNS					Status Issued	
20131	020326 002		IX	100	03/05/26		115.68	0.00	115.68
			*** Payment Total				115.68	0.00	115.68
Payment Number 1225330 Payment Date 02/06/26		Vendor 46896	JOHNSON, RYAN					Status Issued	
46896	EXP20260205		IX	100	02/05/26		49.70	0.00	49.70

Payment Date Range 02/06/26 thru 02/06/26
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Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225330 Payment Date 02/06/26			Vendor 46896		JOHNSON, RYAN			Status Issued	
			*** Payment Total				49.70	0.00	49.70
Payment Number 1225331 Payment Date 02/06/26			Vendor 10147		KAMMES AUTO & TRUCK REPAIR INC			Status Issued	
10147	150759		IX	100	02/27/26		135.00	0.00	135.00
			*** Payment Total				135.00	0.00	135.00
Payment Number 1225332 Payment Date 02/06/26			Vendor 11635		BONO, KATHLEEN W.			Status Issued	
11635	10029		IX	100	02/22/26		1,406.40	0.00	1,406.40
			*** Payment Total				1,406.40	0.00	1,406.40
Payment Number 1225333 Payment Date 02/06/26			Vendor 30205		KING HOLLOWAY LLC			Status Issued	
30205	7094		IX	100	03/04/26		3,500.00	0.00	3,500.00
			*** Payment Total				3,500.00	0.00	3,500.00
Payment Number 1225334 Payment Date 02/06/26			Vendor 11692		LANGUAGE LINE SERVICES			Status Issued	
11692	11825884		IX	100	02/05/26		117.65	0.00	117.65
			*** Payment Total				117.65	0.00	117.65
Payment Number 1225335 Payment Date 02/06/26			Vendor 12961		LAW OFFICES OF WILLIAM G.			Status Issued	
12961	GAL-JAN-2026		IX	100	03/04/26		3,500.00	0.00	3,500.00
			*** Payment Total				3,500.00	0.00	3,500.00
Payment Number 1225336 Payment Date 02/06/26			Vendor 43736		MCDONNELL, THOMAS			Status Issued	
43736	MIL20260106		IX	100	02/05/26		124.56	0.00	124.56
			*** Payment Total				124.56	0.00	124.56
Payment Number 1225337 Payment Date 02/06/26			Vendor 10299		MEDLINE INDUSTRIES INC			Status Issued	
10299	2410708251		IX	100	03/07/26		99.88	0.00	99.88
			*** Payment Total				99.88	0.00	99.88
Payment Number 1225338 Payment Date 02/06/26			Vendor 47643		MODERN LITHO ST LOUIS			Status Issued	
47643	STLINV013903		IX	100	02/27/26		15,185.00	0.00	15,185.00
			*** Payment Total				15,185.00	0.00	15,185.00
Payment Number 1225339 Payment Date 02/06/26			Vendor 37860		MONTERREY SECURITY			Status Issued	
37860	127592		IX	100	02/23/26		26,638.16	0.00	26,638.16
37860	127682		IX	100	03/02/26		27,284.06	0.00	27,284.06
			*** Payment Total				53,922.22	0.00	53,922.22
Payment Number 1225340 Payment Date 02/06/26			Vendor 38715		NATIONAL INTERNAL AFFAIRS			Status Issued	
38715	6536		IX	100	03/03/26		125.00	0.00	125.00
			*** Payment Total				125.00	0.00	125.00
Payment Number 1225341 Payment Date 02/06/26			Vendor 10962		NEC CORPORATION OF AMERICA			Status Issued	
10962	93865019		IX	100	03/03/26		6,914.01	0.00	6,914.01
			*** Payment Total				6,914.01	0.00	6,914.01
Payment Number 1225342 Payment Date 02/06/26			Vendor 39145		NEW TRADITION FUNERAL			Status Issued	

Payment Date Range 02/06/26 thru 02/06/26
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Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225342 Payment Date 02/06/26		Vendor 39145	NEW TRADITION FUNERAL					Status Issued	
39145	2135		IX	100	03/03/26		15,325.00	0.00	15,325.00
			*** Payment Total				15,325.00	0.00	15,325.00
Payment Number 1225343 Payment Date 02/06/26		Vendor 10057	NICOR GAS					Status Issued	
10057	18209900002 011226		IX	100	02/11/26		927.23	0.00	927.23
10057	55226900003 011226		IX	100	02/11/26		321.51	0.00	321.51
10057	55273210009 011226		IX	100	02/11/26		532.45	0.00	532.45
10057	67973210007 010226		IX	100	02/01/26		34,234.47	0.00	34,234.47
10057	71255010002 011226		IX	100	02/11/26		123.32	0.00	123.32
10057	75473210005 011226		IX	100	02/11/26		857.20	0.00	857.20
			*** Payment Total				36,996.18	0.00	36,996.18
Payment Number 1225344 Payment Date 02/06/26		Vendor 22125	NORTHWESTERN MEDICAL FACULTY					Status Issued	
22125	P831544490		IX	100	01/16/26		121.97	0.00	121.97
22125	P831544560		IX	100	01/28/26		65.79	0.00	65.79
22125	P831544700		IX	100	01/16/26		668.87	0.00	668.87
			*** Payment Total				856.63	0.00	856.63
Payment Number 1225345 Payment Date 02/06/26		Vendor 19217	CENTRAL DUPAGE PHYSICIAN GROUP					Status Issued	
19217	P821638880		IX	100	01/01/26		114.78	0.00	114.78
19217	P821638890		IX	100	01/03/26		80.36	0.00	80.36
19217	P829307080		IX	100	01/17/26		55.95	0.00	55.95
19217	P830880640		IX	100	01/17/26		22.53	0.00	22.53
			*** Payment Total				273.62	0.00	273.62
Payment Number 1225346 Payment Date 02/06/26		Vendor 39549	ODP BUSINESS SOLUTIONS, LLC					Status Issued	
39549	450410012001		IX	100	01/11/26		36.79	0.00	36.79
39549	450509750002		IX	100	02/18/26		181.05	0.00	181.05
39549	451818472001		IX	100	02/15/26		79.97	0.00	79.97
39549	452042249001		IX	100	02/15/26		48.37	0.00	48.37
39549	455896969001		IX	100	02/26/26		180.15	0.00	180.15
39549	456225309001		IX	100	02/20/26		21.17	0.00	21.17
39549	456816413001		IX	100	02/28/26		14.59	0.00	14.59
39549	456817149001		IX	100	02/28/26		19.31	0.00	19.31
			*** Payment Total				581.40	0.00	581.40
Payment Number 1225347 Payment Date 02/06/26		Vendor 29508	OKUNSKAYA, TATIANA					Status Issued	
29508	2026 #17		IX	100	03/05/26		364.08	0.00	364.08
29508	2026 #18		IX	100	03/06/26		160.00	0.00	160.00
			*** Payment Total				524.08	0.00	524.08
Payment Number 1225348 Payment Date 02/06/26		Vendor 18733	PETERSON, CARL E					Status Issued	
18733	MIL20260104		IX	100	02/03/26		145.00	0.00	145.00
			*** Payment Total				145.00	0.00	145.00
Payment Number 1225349 Payment Date 02/06/26		Vendor 14259	PICCONY, ELLEN					Status Issued	
14259	2025CF146 10232025		IX	100	03/06/26		44.00	0.00	44.00
14259	93025-2		IX	100	02/05/26		439.50	0.00	439.50

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Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225349 Payment Date 02/06/26			Vendor 14259				PICCONY, ELLEN	Status Issued	
						*** Payment Total	483.50	0.00	483.50
Payment Number 1225350 Payment Date 02/06/26			Vendor 27657				RADIOLOGY SUBSPECIALISTS OF NO	Status Issued	
27657	ZEHKA9L		IX	100	01/16/26		38.60	0.00	38.60
27657	ZEHZC0I		IX	100	12/27/25		38.60	0.00	38.60
27657	ZEI4TYF		IX	100	12/28/25		142.40	0.00	142.40
27657	ZEIA4SZ		IX	100	12/29/25		67.61	0.00	67.61
27657	ZEIA4T1		IX	100	12/29/25		67.61	0.00	67.61
27657	ZEIH20K		IX	100	12/30/25		7.03	0.00	7.03
						*** Payment Total	361.85	0.00	361.85
Payment Number 1225351 Payment Date 02/06/26			Vendor 23985				RELX INC	Status Issued	
23985	3096249750		IX	100	03/02/26		1,006.20	0.00	1,006.20
						*** Payment Total	1,006.20	0.00	1,006.20
Payment Number 1225352 Payment Date 02/06/26			Vendor 27567				RICHARD, LUKE	Status Issued	
27567	EXP20260128		IX	100	02/05/26		235.00	0.00	235.00
						*** Payment Total	235.00	0.00	235.00
Payment Number 1225353 Payment Date 02/06/26			Vendor 18100				RICHARDSON, LAURA	Status Issued	
18100	TRV20260123		IX	100	02/22/26		1,902.97	0.00	1,902.97
						*** Payment Total	1,902.97	0.00	1,902.97
Payment Number 1225354 Payment Date 02/06/26			Vendor 19706				ROE PROFESSIONAL SERVICES #19	Status Issued	
19706	43939		IX	100	01/03/26		70.00	0.00	70.00
						*** Payment Total	70.00	0.00	70.00
Payment Number 1225355 Payment Date 02/06/26			Vendor 29356				RUBIO, FALGUNI	Status Issued	
29356	1126		IX	100	03/02/26		1,540.00	0.00	1,540.00
						*** Payment Total	1,540.00	0.00	1,540.00
Payment Number 1225356 Payment Date 02/06/26			Vendor 26479				SHERIFF ADMINISTRATIVE ACCOUNT	Status Issued	
26479	CK10241		IX	100	02/26/26		145.40	0.00	145.40
						*** Payment Total	145.40	0.00	145.40
Payment Number 1225357 Payment Date 02/06/26			Vendor 40928				STREICHER'S, INC.	Status Issued	
40928	I1806169		IX	100	02/21/26		1,518.00	0.00	1,518.00
40928	I1806170		IX	100	02/21/26		1,518.00	0.00	1,518.00
40928	I1806171		IX	100	02/21/26		1,518.00	0.00	1,518.00
						*** Payment Total	4,554.00	0.00	4,554.00
Payment Number 1225358 Payment Date 02/06/26			Vendor 30382				T-MOBILE	Status Issued	
30382	214351047-012126		IX	100	02/20/26		245.94	0.00	245.94
						*** Payment Total	245.94	0.00	245.94
Payment Number 1225359 Payment Date 02/06/26			Vendor 29851				TECHNOLOGY MANAGEMENT REV FUND	Status Issued	
29851	T2613557		IX	100	02/19/26		761.05	0.00	761.05

AP255 Date 02/06/26 Pay Group 1000 GENERAL FUND PAY GROUP USD
Time 11:02 Bank Account Payment History

Payment Date Range 02/06/26 thru 02/06/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225359 Payment Date 02/06/26			Vendor 29851				TECHNOLOGY MANAGEMENT REV FUND	Status Issued	
			*** Payment Total				761.05	0.00	761.05
Payment Number 1225360 Payment Date 02/06/26			Vendor 13762				THE BLUE LINE	Status Issued	
13762	48593		IX	100	03/05/26		1,394.00	0.00	1,394.00
			*** Payment Total				1,394.00	0.00	1,394.00
Payment Number 1225361 Payment Date 02/06/26			Vendor 11169				THOMSON REUTERS-WEST	Status Issued	
11169	853144592		IX	100	03/03/26		807.09	0.00	807.09
11169	853220386		IX	100	03/03/26		881.60	0.00	881.60
			*** Payment Total				1,688.69	0.00	1,688.69
Payment Number 1225362 Payment Date 02/06/26			Vendor 13861				TRANSUNION RISK AND	Status Issued	
13861	179557-202601-1		IX	100	03/03/26		705.00	0.00	705.00
13861	6464310-202601-1		IX	100	03/03/26		174.00	0.00	174.00
			*** Payment Total				879.00	0.00	879.00
Payment Number 1225363 Payment Date 02/06/26			Vendor 32818				TRI-MOR K9	Status Issued	
32818	2263		IX	100	02/16/26		375.00	0.00	375.00
			*** Payment Total				375.00	0.00	375.00
Payment Number 1225364 Payment Date 02/06/26			Vendor 11201				UNITED STATES POSTAL SERVICE	Status Issued	
11201	34855593 123125 MERIT		IX	100	01/30/26		3.70	0.00	3.70
			*** Payment Total				3.70	0.00	3.70
Payment Number 1225365 Payment Date 02/06/26			Vendor 11201				UNITED STATES POSTAL SERVICE	Status Issued	
11201	1028 020226		IX	100	03/04/26		478.00	0.00	478.00
			*** Payment Total				478.00	0.00	478.00
Payment Number 1225366 Payment Date 02/06/26			Vendor 43511				US GAS	Status Issued	
43511	495452		IX	100	03/02/26		88.00	0.00	88.00
			*** Payment Total				88.00	0.00	88.00
Payment Number 1225367 Payment Date 02/06/26			Vendor 32416				VCA ANIMAL HOSPITALS INC.	Status Issued	
32416	5774842153		IX	100	02/28/26		157.17	0.00	157.17
			*** Payment Total				157.17	0.00	157.17
Payment Number 1225368 Payment Date 02/06/26			Vendor 10709				VILLAGE OF WINFIELD	Status Issued	
10709	0000500460-02 011226		IX	100	02/11/26		322.09	0.00	322.09
10709	0000500480-00 011226		IX	100	02/11/26		71.93	0.00	71.93
10709	0000500500-00 011226		IX	100	02/11/26		22.70	0.00	22.70
			*** Payment Total				416.72	0.00	416.72
Payment Number 1225369 Payment Date 02/06/26			Vendor 10419				WHEATON EYE CLINIC	Status Issued	
10419	E37331790		IX	100	01/09/26		87.02	0.00	87.02
10419	E37451200		IX	100	01/18/26		65.79	0.00	65.79
10419	E37475420		IX	100	01/22/26		44.67	0.00	44.67
10419	E37489130		IX	100	01/26/26		117.23	0.00	117.23

Payment Date Range 02/06/26 thru 02/06/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225369 Payment Date 02/06/26			Vendor 10419		WHEATON EYE CLINIC			Status Issued	
			*** Payment Total				314.71	0.00	314.71
Payment Number 1225370 Payment Date 02/06/26			Vendor 12471		WINFIELD LABORATORY			Status Issued	
12471	WLCP000001117211E		IX	100	01/16/26		12.27	0.00	12.27
12471	WLCP000001117220E		IX	100	01/16/26		8.84	0.00	8.84
12471	WLCP000001117417E		IX	100	01/16/26		5.18	0.00	5.18
12471	WLCP000001117418E		IX	100	01/16/26		1.50	0.00	1.50
			*** Payment Total				27.79	0.00	27.79
Payment Number 1225371 Payment Date 02/06/26			Vendor 43077		ZIPS CAR WASH, LLC			Status Issued	
43077	7IVVXDDT-0003		IX	100	03/01/26		417.11	0.00	417.11
43077	7IVVXDDT-0004		IX	100	03/02/26		2,000.00	0.00	2,000.00
			*** Payment Total				2,417.11	0.00	2,417.11
		*** Payment Code CHK Total					774,895.07	0.00	774,895.07
		Payment Count					82		
		*** Cash Code 1414 Total					826,396.80	0.00	826,396.80
		Payment Count					102		
		*** Pay Group 1000 USD Total					826,396.80	0.00	826,396.80
		Payment Count					102		

AP255 Date: 02/06/26 JOB SUBMISSION PARAMETERS
Time: 11:02

User Name: DP\FNAXE
Job Name: PMTHISTORY
Step Nbr: 2

Pay Group: 1100
Cash Code: 1414 Class C Accounts Payable

Payment Date: 020626 - 020626
Payment Numbers: -
Payment Code:

Bank Account Payment History

Payment Date Range 02/06/26 thru 02/06/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225372 Payment Date 02/06/26			Vendor 45657		MIRKOVIC, JOHN			Status Issued	
45657	26-001		IX	150	03/04/26		11,500.00	0.00	11,500.00
			*** Payment Total				11,500.00	0.00	11,500.00
Payment Number 1225373 Payment Date 02/06/26			Vendor 46658		ALL ENERGY SOLAR			Status Issued	
46658	RES-SOLAR-25-002874		IX	170	02/03/26		100.00	0.00	100.00
			*** Payment Total				100.00	0.00	100.00
Payment Number 1225374 Payment Date 02/06/26			Vendor 44109		ALLIANT INSURANCE SERVICES INC			Status Issued	
44109	3410204		IX	102	03/01/26		5,000.00	0.00	5,000.00
			*** Payment Total				5,000.00	0.00	5,000.00
Payment Number 1225375 Payment Date 02/06/26			Vendor 15710		AMERICAN GARDENS INC			Status Issued	
15710	RES-ACC-25-002475		IX	170	02/03/26		100.00	0.00	100.00
			*** Payment Total				100.00	0.00	100.00
Payment Number 1225376 Payment Date 02/06/26			Vendor 47687		BELZ, WHITNEY			Status Issued	
47687	RES-ACC-25-000457		IX	170	02/03/26		100.00	0.00	100.00
			*** Payment Total				100.00	0.00	100.00
Payment Number 1225377 Payment Date 02/06/26			Vendor 37396		BOLL BUILDERS INC			Status Issued	
37396	COM-ALT-25-000057		IX	170	02/03/26		200.00	0.00	200.00
			*** Payment Total				200.00	0.00	200.00
Payment Number 1225378 Payment Date 02/06/26			Vendor 32832		BONNET, BRET			Status Issued	
32832	RES-ACC-25-003184		IX	170	02/03/26		100.00	0.00	100.00
			*** Payment Total				100.00	0.00	100.00
Payment Number 1225379 Payment Date 02/06/26			Vendor 28408		C & N CONSTRUCTION INC			Status Issued	
28408	RES-RRR-25-003392		IX	170	02/03/26		100.00	0.00	100.00
			*** Payment Total				100.00	0.00	100.00
Payment Number 1225380 Payment Date 02/06/26			Vendor 47688		CASAS, DEANA			Status Issued	
47688	RES-ACC-25-002706		IX	170	02/03/26		100.00	0.00	100.00
			*** Payment Total				100.00	0.00	100.00
Payment Number 1225381 Payment Date 02/06/26			Vendor 47689		CHAPDELAINE, NANCY K.			Status Issued	
47689	RES-ALT-25-001673		IX	170	02/03/26		100.00	0.00	100.00
			*** Payment Total				100.00	0.00	100.00
Payment Number 1225382 Payment Date 02/06/26			Vendor 11863		CINTAS #344			Status Issued	
11863	4253045098		IX	120	01/14/26		54.59	0.00	54.59
11863	4255962043		IX	120	02/11/26		54.59	0.00	54.59
			*** Payment Total				109.18	0.00	109.18
Payment Number 1225383 Payment Date 02/06/26			Vendor 39925		DEL ROSA PAVING			Status Issued	
39925	RES-ACC-25-003405		IX	170	02/03/26		100.00	0.00	100.00
			*** Payment Total				100.00	0.00	100.00

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Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225384 Payment Date 02/06/26		Vendor 24849	EDP CONSTRUCTION INC					Status Issued	
24849	RES-RRR-25-003348		IX	170	02/03/26		100.00	0.00	100.00
			*** Payment Total				100.00	0.00	100.00
Payment Number 1225385 Payment Date 02/06/26		Vendor 22430	FINLAYSON, JEANETTE					Status Issued	
22430	RES-RRR-26-000051		IX	170	03/05/26		100.00	0.00	100.00
			*** Payment Total				100.00	0.00	100.00
Payment Number 1225386 Payment Date 02/06/26		Vendor 29866	FLORES ENTERPRISES INC					Status Issued	
29866	RES-RRR-25-003944		IX	170	03/05/26		100.00	0.00	100.00
			*** Payment Total				100.00	0.00	100.00
Payment Number 1225387 Payment Date 02/06/26		Vendor 47224	FORT ENG LLC					Status Issued	
47224	RES-ALT-25-003429		IX	170	02/03/26		100.00	0.00	100.00
			*** Payment Total				100.00	0.00	100.00
Payment Number 1225388 Payment Date 02/06/26		Vendor 32955	FREEDOM FOREVER IL LLC					Status Issued	
32955	RES-SOLAR-25-001606		IX	170	02/03/26		100.00	0.00	100.00
32955	RES-SOLAR-25-002321		IX	170	02/03/26		100.00	0.00	100.00
			*** Payment Total				200.00	0.00	200.00
Payment Number 1225389 Payment Date 02/06/26		Vendor 29312	GO PERMITS LLC					Status Issued	
29312	RES-RRR-25-003996		IX	170	02/03/26		100.00	0.00	100.00
			*** Payment Total				100.00	0.00	100.00
Payment Number 1225390 Payment Date 02/06/26		Vendor 45073	GOLD STANDARD ELECTRIC					Status Issued	
45073	RES-ELC-26-000017		IX	170	02/03/26		100.00	0.00	100.00
			*** Payment Total				100.00	0.00	100.00
Payment Number 1225391 Payment Date 02/06/26		Vendor 43761	HI-LITE ELECTRIC, INC.					Status Issued	
43761	RES-ELC-25-002230		IX	170	02/03/26		100.00	0.00	100.00
			*** Payment Total				100.00	0.00	100.00
Payment Number 1225392 Payment Date 02/06/26		Vendor 11778	HILL'S PET NUTRITION SALES INC					Status Issued	
11778	255763590		IX	120	02/05/26		132.61	0.00	132.61
11778	255763591		IX	120	02/05/26		246.37	0.00	246.37
11778	255763597		IX	120	02/05/26		317.52	0.00	317.52
11778	255846032		IX	120	02/12/26		335.37	0.00	335.37
11778	255846037		IX	120	02/12/26		29.42	0.00	29.42
			*** Payment Total				1,061.29	0.00	1,061.29
Payment Number 1225393 Payment Date 02/06/26		Vendor 12007	IAWF					Status Issued	
12007	03358		IX	120	03/04/26		200.00	0.00	200.00
			*** Payment Total				200.00	0.00	200.00
Payment Number 1225394 Payment Date 02/06/26		Vendor 12225	IDEXX DISTRIBUTION INC					Status Issued	
12225	3191625981		IX	120	02/06/26		1,330.26	0.00	1,330.26
			*** Payment Total				1,330.26	0.00	1,330.26

Payment Date Range 02/06/26 thru 02/06/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225395 Payment Date 02/06/26		Vendor 39855	ILLINOIS FENCE COMPANY			Status Issued		
39855	RES-ACC-25-003739		IX 170	02/03/26		100.00	0.00	100.00
			*** Payment Total			100.00	0.00	100.00
Payment Number 1225396 Payment Date 02/06/26		Vendor 10241	ILLINOIS TOLLWAY			Status Issued		
10241	G123000008201		IX 120	02/07/26		79.80	0.00	79.80
			*** Payment Total			79.80	0.00	79.80
Payment Number 1225397 Payment Date 02/06/26		Vendor 19477	IMAGING OFFICE SYSTEMS INC			Status Issued		
19477	CONT019700		IX 170	02/04/26		1,575.00	0.00	1,575.00
			*** Payment Total			1,575.00	0.00	1,575.00
Payment Number 1225398 Payment Date 02/06/26		Vendor 46805	INTEGRITY ENERGY SYSTEMS			Status Issued		
46805	RES-ACC-25-002891		IX 170	02/03/26		100.00	0.00	100.00
			*** Payment Total			100.00	0.00	100.00
Payment Number 1225399 Payment Date 02/06/26		Vendor 47690	JOB, KAMIL			Status Issued		
47690	RES-ACC-25-003848		IX 170	02/03/26		100.00	0.00	100.00
			*** Payment Total			100.00	0.00	100.00
Payment Number 1225400 Payment Date 02/06/26		Vendor 39861	MATRIX EXTERIORS, LLC			Status Issued		
39861	RES-ALT-25-001842		IX 170	02/03/26		100.00	0.00	100.00
			*** Payment Total			100.00	0.00	100.00
Payment Number 1225401 Payment Date 02/06/26		Vendor 47691	MCCOY, GARY			Status Issued		
47691	RES-RRR-26-000082		IX 170	02/03/26		100.00	0.00	100.00
			*** Payment Total			100.00	0.00	100.00
Payment Number 1225402 Payment Date 02/06/26		Vendor 46880	NACYK, JEFFREY			Status Issued		
46880	RES-ACC-24-002520		IX 170	02/03/26		100.00	0.00	100.00
			*** Payment Total			100.00	0.00	100.00
Payment Number 1225403 Payment Date 02/06/26		Vendor 16349	NEXT DOOR AND WINDOW CO			Status Issued		
16349	RES-RRR-25-002576		IX 170	02/03/26		100.00	0.00	100.00
			*** Payment Total			100.00	0.00	100.00
Payment Number 1225404 Payment Date 02/06/26		Vendor 10057	NICOR GAS			Status Issued		
10057	41473210007 011226		IX 120	02/11/26		3,064.54	0.00	3,064.54
			*** Payment Total			3,064.54	0.00	3,064.54
Payment Number 1225405 Payment Date 02/06/26		Vendor 14167	NORTHERN ILLINOIS ELEVATOR			Status Issued		
14167	2072		IX 170	02/04/26		450.00	0.00	450.00
			*** Payment Total			450.00	0.00	450.00
Payment Number 1225406 Payment Date 02/06/26		Vendor 14787	NORTON SONS ROOFING CO INC			Status Issued		
14787	RES-RRR-25-003729		IX 170	03/05/26		100.00	0.00	100.00
			*** Payment Total			100.00	0.00	100.00
Payment Number 1225407 Payment Date 02/06/26		Vendor 39549	ODP BUSINESS SOLUTIONS, LLC			Status Issued		

Payment Date Range 02/06/26 thru 02/06/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225407 Payment Date 02/06/26		Vendor 39549	ODP BUSINESS SOLUTIONS, LLC				Status Issued		
39549	457266669001		IX	170	02/04/26		180.19	0.00	180.19
39549	457266853001		IX	170	02/04/26		16.91	0.00	16.91
		*** Payment Total					197.10	0.00	197.10
Payment Number 1225408 Payment Date 02/06/26		Vendor 15088	OPAL ENTERPRISES INC				Status Issued		
15088	RES-RRR-25-002333		IX	170	03/05/26		100.00	0.00	100.00
		*** Payment Total					100.00	0.00	100.00
Payment Number 1225409 Payment Date 02/06/26		Vendor 10369	PADDOCK PUBLICATIONS INC				Status Issued		
10369	365999		IX	170	02/25/26		126.50	0.00	126.50
		*** Payment Total					126.50	0.00	126.50
Payment Number 1225410 Payment Date 02/06/26		Vendor 39789	PARAMOUNT FENCE				Status Issued		
39789	RES-ACC-25-002614		IX	170	02/03/26		100.00	0.00	100.00
		*** Payment Total					100.00	0.00	100.00
Payment Number 1225411 Payment Date 02/06/26		Vendor 14270	PATTERSON VETERINARY SPPLY INC				Status Issued		
14270	3041067749		IX	120	02/15/26		355.91	0.00	355.91
		*** Payment Total					355.91	0.00	355.91
Payment Number 1225412 Payment Date 02/06/26		Vendor 10978	PEERLESS FENCE COMPANY				Status Issued		
10978	RES-ACC-25-002820		IX	170	03/05/26		100.00	0.00	100.00
		*** Payment Total					100.00	0.00	100.00
Payment Number 1225413 Payment Date 02/06/26		Vendor 16982	PENCO ELECTRIC INC				Status Issued		
16982	RES-ACC-25-004083		IX	170	03/05/26		100.00	0.00	100.00
		*** Payment Total					100.00	0.00	100.00
Payment Number 1225414 Payment Date 02/06/26		Vendor 16034	POWER HOME REMODELING				Status Issued		
16034	RES-RRR-25-004060		IX	170	02/03/26		100.00	0.00	100.00
		*** Payment Total					100.00	0.00	100.00
Payment Number 1225415 Payment Date 02/06/26		Vendor 16034	POWER HOME REMODELING GROUP				Status Issued		
16034	RES-RRR-25-002650		IX	170	02/03/26		100.00	0.00	100.00
		*** Payment Total					100.00	0.00	100.00
Payment Number 1225416 Payment Date 02/06/26		Vendor 39508	PRECISION TODAY				Status Issued		
39508	RES-RRR-25-003396		IX	170	02/03/26		100.00	0.00	100.00
39508	RES-RRR-25-003995		IX	170	02/03/26		100.00	0.00	100.00
39508	RES-RRR-25-004094		IX	170	02/03/26		100.00	0.00	100.00
		*** Payment Total					300.00	0.00	300.00
Payment Number 1225417 Payment Date 02/06/26		Vendor 10313	PRIMO BRANDS				Status Issued		
10313	05L6703021254		IX	140	01/11/26		73.24	0.00	73.24
		*** Payment Total					73.24	0.00	73.24
Payment Number 1225418 Payment Date 02/06/26		Vendor 15356	RENEWAL BY ANDERSEN				Status Issued		
15356	RES-RRR-25-001801		IX	170	02/04/26		100.00	0.00	100.00

Bank Account Payment History

Payment Date Range 02/06/26 thru 02/06/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225418 Payment Date 02/06/26		Vendor 15356	RENEWAL BY ANDERSEN					Status Issued	
15356	RES-RRR-25-002598		IX	170	02/03/26		100.00	0.00	100.00
15356	RES-RRR-25-003745		IX	170	02/03/26		100.00	0.00	100.00
15356	RES-RRR-25-003746		IX	170	02/03/26		100.00	0.00	100.00
15356	RES-RRR-25-003763		IX	170	02/04/26		100.00	0.00	100.00
15356	RES-RRR-25-003778		IX	170	02/04/26		100.00	0.00	100.00
15356	RES-RRR-25-003806		IX	170	02/04/26		100.00	0.00	100.00
15356	RES-RRR-25-004073		IX	170	02/03/26		100.00	0.00	100.00
		*** Payment Total					800.00	0.00	800.00
Payment Number 1225419 Payment Date 02/06/26		Vendor 15164	RESTORE CONSTRUCTION INC					Status Issued	
15164	RES-DEM-25-004012		IX	170	02/04/26		250.00	0.00	250.00
		*** Payment Total					250.00	0.00	250.00
Payment Number 1225420 Payment Date 02/06/26		Vendor 45944	REVAMP FENCE & DECK					Status Issued	
45944	RES-ACC-25-000784		IX	170	02/04/26		100.00	0.00	100.00
45944	RES-ACC-25-002542		IX	170	02/04/26		100.00	0.00	100.00
		*** Payment Total					200.00	0.00	200.00
Payment Number 1225421 Payment Date 02/06/26		Vendor 47692	SHALAN, BILAL					Status Issued	
47692	MISC-SIGN-24-004014		IX	170	02/04/26		100.00	0.00	100.00
		*** Payment Total					100.00	0.00	100.00
Payment Number 1225422 Payment Date 02/06/26		Vendor 34932	THE SOTOS LAW FIRM, P.C.					Status Issued	
34932	10674		IX	102	01/30/26		5,757.50	0.00	5,757.50
		*** Payment Total					5,757.50	0.00	5,757.50
Payment Number 1225423 Payment Date 02/06/26		Vendor 23688	TUFF SHED INC					Status Issued	
23688	RES-ACC-25-004063		IX	170	02/04/26		100.00	0.00	100.00
		*** Payment Total					100.00	0.00	100.00
Payment Number 1225424 Payment Date 02/06/26		Vendor 11772	ULINE					Status Issued	
11772	202324995		IX	120	01/30/26		231.94	0.00	231.94
		*** Payment Total					231.94	0.00	231.94
Payment Number 1225425 Payment Date 02/06/26		Vendor 22532	UNIVERSITY OF ILLINOIS					Status Issued	
22532	IV:26014:0065		IX	120	02/14/26		72.00	0.00	72.00
		*** Payment Total					72.00	0.00	72.00
Payment Number 1225426 Payment Date 02/06/26		Vendor 11173	VERITEXT					Status Issued	
11173	8954505		IX	102	02/21/26		1,444.45	0.00	1,444.45
		*** Payment Total					1,444.45	0.00	1,444.45
Payment Number 1225427 Payment Date 02/06/26		Vendor 40624	WINNIE, LAURA					Status Issued	
40624	EXP20260116		IX	120	02/04/26		90.00	0.00	90.00
		*** Payment Total					90.00	0.00	90.00
Payment Number 1225428 Payment Date 02/06/26		Vendor 26603	ZOETIS US LLC					Status Issued	
26603	9030476604		IX	120	02/05/26		622.25	0.00	622.25

AP255 Date 02/06/26 Pay Group 1100 GENERAL GOVERNMENT PAY GROUP USD Page 6
Time 11:03 Bank Account Payment History

Payment Date Range 02/06/26 thru 02/06/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225428 Payment Date 02/06/26					Vendor 26603		ZOETIS US LLC		Status Issued
					*** Payment Total		622.25	0.00	622.25
					*** Payment Code CHK Total		38,390.96	0.00	38,390.96
					Payment Count		57		
					*** Cash Code 1414 Total		38,390.96	0.00	38,390.96
					Payment Count		57		
					*** Pay Group 1100 USD Total		38,390.96	0.00	38,390.96
					Payment Count		57		

AP255 Date: 02/06/26 JOB SUBMISSION PARAMETERS
Time: 11:03

User Name: DP\FNAXE
Job Name: PMTHISTORY
Step Nbr: 3

Pay Group: 1200
Cash Code: 1414 Class C Accounts Payable

Payment Date: 020626 - 020626
Payment Numbers: -
Payment Code:

Bank Account Payment History

Payment Date Range 02/06/26 thru 02/06/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code ACH

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 538696 Payment Date 02/06/26			Vendor 10674		AIRGAS USA			Status Issued	
10674	5521993995		IX	100	03/02/26		648.90	0.00	648.90
10674	9168858040		IX	100	03/02/26		600.00	0.00	600.00
10674	9168858045		IX	100	03/02/26		1,250.00	0.00	1,250.00
10674	9168935683		IX	100	03/04/26		351.00	0.00	351.00
		*** Payment Total					2,849.90	0.00	2,849.90
Payment Number 538697 Payment Date 02/06/26			Vendor 22472		CARDINAL HEALTH 110, LLC			Status Issued	
22472	7457768797		IX	100	02/25/26		10.03	0.00	10.03
		*** Payment Total					10.03	0.00	10.03
Payment Number 538698 Payment Date 02/06/26			Vendor 36259		POINTCLICKCARE TECHNOLOGIES			Status Issued	
36259	INV-7236720		IX	100	03/03/26		137.33	0.00	137.33
		*** Payment Total					137.33	0.00	137.33
Payment Number 538699 Payment Date 02/06/26			Vendor 44522		TOSHIBA AMERICA BUSINESS			Status Issued	
44522	6760027		IX	100	03/04/26		2,649.75	0.00	2,649.75
		*** Payment Total					2,649.75	0.00	2,649.75
		*** Payment Code ACH Total					5,647.01	0.00	5,647.01
		Payment Count					4		

AP255 Date 02/06/26 Pay Group 1200 HEALTH AND WELFARE PAY GROUP USD
Time 11:03 Bank Account Payment History

Payment Date Range 02/06/26 thru 02/06/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225429 Payment Date 02/06/26		Vendor 38093	ALPHA BAKING COMPANY					Status Issued	
38093	260010030017		IX	100	03/01/26		52.47	0.00	52.47
38093	260010031016		IX	100	03/02/26		215.38	0.00	215.38
		*** Payment Total					267.85	0.00	267.85
Payment Number 1225430 Payment Date 02/06/26		Vendor 10074	CITY OF WHEATON					Status Issued	
10074	0034100000 011526		IX	100	02/14/26		3,838.83	0.00	3,838.83
10074	0034110100 011526		IX	100	02/14/26		5,431.48	0.00	5,431.48
		*** Payment Total					9,270.31	0.00	9,270.31
Payment Number 1225431 Payment Date 02/06/26		Vendor 22534	CUTTING EDGE DOCUMENT					Status Issued	
22534	89303		IX	100	02/28/26		143.00	0.00	143.00
		*** Payment Total					143.00	0.00	143.00
Payment Number 1225432 Payment Date 02/06/26		Vendor 10335	ECOLAB INC					Status Issued	
10335	6357192515		IX	100	02/23/26		425.38	0.00	425.38
		*** Payment Total					425.38	0.00	425.38
Payment Number 1225433 Payment Date 02/06/26		Vendor 27954	GROOT, INC					Status Issued	
27954	15860616T107		IX	100	03/03/26		3,687.56	0.00	3,687.56
		*** Payment Total					3,687.56	0.00	3,687.56
Payment Number 1225434 Payment Date 02/06/26		Vendor 38737	KLIMEK, JONATHAN A					Status Issued	
38737	EXP20260105		IX	100	02/05/26		300.00	0.00	300.00
		*** Payment Total					300.00	0.00	300.00
Payment Number 1225435 Payment Date 02/06/26		Vendor 26576	LINDE GAS & EQUIPMENT INC.					Status Issued	
26576	54482423		IX	100	02/21/26		139.37	0.00	139.37
		*** Payment Total					139.37	0.00	139.37
Payment Number 1225436 Payment Date 02/06/26		Vendor 44693	MCMAHON FOOD CORPORATION					Status Issued	
44693	0000024416		IX	100	03/01/26		669.78	0.00	669.78
		*** Payment Total					669.78	0.00	669.78
Payment Number 1225437 Payment Date 02/06/26		Vendor 10851	MENARDS - WEST CHICAGO					Status Issued	
10851	35151		IX	100	02/27/26		289.74	0.00	289.74
		*** Payment Total					289.74	0.00	289.74
Payment Number 1225438 Payment Date 02/06/26		Vendor 39549	ODP BUSINESS SOLUTIONS, LLC					Status Issued	
39549	452329965001		IX	100	02/05/26		51.05	0.00	51.05
		*** Payment Total					51.05	0.00	51.05
Payment Number 1225439 Payment Date 02/06/26		Vendor 44692	PRAIRIE FARMS ROCKFORD					Status Issued	
44692	9088728		IX	100	02/18/26		544.98	0.00	544.98
		*** Payment Total					544.98	0.00	544.98
Payment Number 1225440 Payment Date 02/06/26		Vendor 46217	RINKER'S INSTALLATION SERVICES					Status Issued	
46217	99986		IX	100	12/07/25		1,546.00	0.00	1,546.00

Bank Account Payment History

Payment Date Range 02/06/26 thru 02/06/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225440 Payment Date 02/06/26			Vendor 46217				RINKER'S INSTALLATION SERVICES	Status Issued	
						*** Payment Total	1,546.00	0.00	1,546.00
Payment Number 1225441 Payment Date 02/06/26			Vendor 10555				SYSCO FOOD SERVICES-CHICAGO	Status Issued	
10555	824964591		IX	100	02/28/26		154.43	0.00	154.43
10555	824975689		IX	100	03/04/26		2,859.85	0.00	2,859.85
10555	824975690		IX	100	03/04/26		531.52	0.00	531.52
10555	824975691		IX	100	03/04/26		4,555.78	0.00	4,555.78
10555	824975693		IX	100	03/04/26		128.04	0.00	128.04
10555	824975694		IX	100	03/04/26		12.18	0.00	12.18
10555	824975695		IX	100	03/04/26		25.95	0.00	25.95
10555	824975696		IX	100	03/04/26		250.89	0.00	250.89
10555	824975696	-999	IX	100	03/04/26		250.89-	0.00	250.89-
10555	824975697		IX	100	03/04/26		126.14	0.00	126.14
10555	824975697	-999	IX	100	03/04/26		126.14-	0.00	126.14-
						*** Payment Total	8,267.75	0.00	8,267.75
Payment Number 1225442 Payment Date 02/06/26			Vendor 29088				THE AMERICAN BOTTLING COMPANY	Status Issued	
29088	4655816765		IX	100	02/28/26		563.10	0.00	563.10
						*** Payment Total	563.10	0.00	563.10
Payment Number 1225443 Payment Date 02/06/26			Vendor 37483				UNITED STAFFING NETWORK, INC	Status Issued	
37483	32378		IX	100	03/02/26		720.75	0.00	720.75
						*** Payment Total	720.75	0.00	720.75
						*** Payment Code CHK Total	26,886.62	0.00	26,886.62
						Payment Count	15		
						*** Cash Code 1414 Total	32,533.63	0.00	32,533.63
						Payment Count	19		
						*** Pay Group 1200 USD Total	32,533.63	0.00	32,533.63
						Payment Count	19		

AP255 Date: 02/06/26 JOB SUBMISSION PARAMETERS
Time: 11:03

User Name: DP\FNAXE
Job Name: PMTHISTORY
Step Nbr: 4

Pay Group: 1300
Cash Code: 1414 Class C Accounts Payable

Payment Date: 020626 - 020626
Payment Numbers: -
Payment Code:

AP255 Date 02/06/26 Pay Group 1300 PUBLIC SAFETY PAY GROUP USD
Time 11:03 Bank Account Payment History

Payment Date Range 02/06/26 thru 02/06/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code ACH

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 538700 Payment Date 02/06/26		Vendor 10124	GRAYBAR					Status Issued	
10124	9351201377		IX	103	12/31/25		44.35	0.00	44.35
10124	9351220666		IX	103	01/01/26		1,042.42	0.00	1,042.42
10124	9351333497		IX	101	01/09/26		12.89	0.00	12.89
10124	9351348971		IX	101	01/10/26		712.03	0.00	712.03
10124	9351349007		IX	103	01/10/26		8,506.12	0.00	8,506.12
		*** Payment Total					10,317.81	0.00	10,317.81
		*** Payment Code ACH Total					10,317.81	0.00	10,317.81
		Payment Count					1		
		*** Cash Code 1414 Total					10,317.81	0.00	10,317.81
		Payment Count					1		
		*** Pay Group 1300 USD Total					10,317.81	0.00	10,317.81
		Payment Count					1		

AP255 Date: 02/06/26 JOB SUBMISSION PARAMETERS
Time: 11:03

User Name: DP\FNAXE
Job Name: PMTHISTORY
Step Nbr: 6

Pay Group: 1500
Cash Code: 1414 Class C Accounts Payable

Payment Date: 020626 - 020626
Payment Numbers: -
Payment Code:

Bank Account Payment History

Payment Date Range 02/06/26 thru 02/06/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code ACH

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 538701 Payment Date 02/06/26			Vendor 41480				AL WARREN OIL COMPANY INC	Status Issued	
41480	W1806817		IX	100	01/18/26		19,221.25	0.00	19,221.25
41480	W1813964		IX	100	02/19/26		16,893.51	0.00	16,893.51
41480	W1813965		IX	100	02/19/26		19,418.22	0.00	19,418.22
41480	W1814797		IX	100	02/21/26		17,752.06	0.00	17,752.06
41480	W1815036		IX	100	02/22/26		3,792.30	0.00	3,792.30
41480	W1817147		IX	100	03/04/26		19,769.40	0.00	19,769.40
41480	W1817442		IX	100	03/05/26		20,130.11	0.00	20,130.11
			*** Payment Total				116,976.85	0.00	116,976.85
Payment Number 538702 Payment Date 02/06/26			Vendor 26753				AMAZON CAPITAL SERVICES	Status Issued	
26753	136L-H6RT-3NCP		IX	100	02/12/26		175.56	0.00	175.56
			*** Payment Total				175.56	0.00	175.56
Payment Number 538703 Payment Date 02/06/26			Vendor 31650				BUILDERS PAVING, LLC	Status Issued	
31650	7783-PE07		IX	100	02/28/26		148,098.00	0.00	148,098.00
			*** Payment Total				148,098.00	0.00	148,098.00
Payment Number 538704 Payment Date 02/06/26			Vendor 27908				C.A. SHORT COMPANY	Status Issued	
27908	2743613		IX	100	01/23/26		215.00	0.00	215.00
			*** Payment Total				215.00	0.00	215.00
Payment Number 538705 Payment Date 02/06/26			Vendor 11452				EARTHWERKS LAND IMPROVEMENT &	Status Issued	
11452	7799-PE07		IX	100	02/28/26		25,000.00	0.00	25,000.00
			*** Payment Total				25,000.00	0.00	25,000.00
Payment Number 538706 Payment Date 02/06/26			Vendor 10352				MONROE TRUCK EQUIPMENT INC	Status Issued	
10352	59068		IX	100	02/05/26		6,510.09	0.00	6,510.09
			*** Payment Total				6,510.09	0.00	6,510.09
Payment Number 538707 Payment Date 02/06/26			Vendor 44522				TOSHIBA AMERICA BUSINESS	Status Issued	
44522	6740478		IX	100	02/07/26		652.76	0.00	652.76
44522	6759689		IX	100	03/04/26		647.30	0.00	647.30
			*** Payment Total				1,300.06	0.00	1,300.06
		*** Payment Code ACH Total					298,275.56	0.00	298,275.56
		Payment Count					7		

Payment Date Range 02/06/26 thru 02/06/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225444 Payment Date 02/06/26		Vendor 11360	ADVANCED BOILER CONTROL SVC					Status Issued	
11360	11612			IX	100	01/15/26	2,240.00	0.00	2,240.00
				*** Payment Total			2,240.00	0.00	2,240.00
Payment Number 1225445 Payment Date 02/06/26		Vendor 10009	AT&T MOBILITY					Status Issued	
10009	287260846355X01152026			IX	100	02/06/26	131.19	0.00	131.19
				*** Payment Total			131.19	0.00	131.19
Payment Number 1225446 Payment Date 02/06/26		Vendor 10309	ATLAS BOBCAT LLC					Status Issued	
10309	HU1552			IX	100	02/16/26	427.27	0.00	427.27
				*** Payment Total			427.27	0.00	427.27
Payment Number 1225447 Payment Date 02/06/26		Vendor 11260	AUTO TECH CENTERS INC.					Status Issued	
11260	INV098340			IX	100	02/11/26	126.94	0.00	126.94
11260	INV098415			IX	100	02/18/26	132.50	0.00	132.50
				*** Payment Total			259.44	0.00	259.44
Payment Number 1225448 Payment Date 02/06/26		Vendor 11290	AMERICAN POWER EQUIPMENT					Status Issued	
11290	531816			IX	100	12/03/25	1,441.56	0.00	1,441.56
				*** Payment Total			1,441.56	0.00	1,441.56
Payment Number 1225449 Payment Date 02/06/26		Vendor 23241	CITY OF CHICAGO FMPS					Status Issued	
23241	493905			IX	100	02/13/26	1,000.00	0.00	1,000.00
				*** Payment Total			1,000.00	0.00	1,000.00
Payment Number 1225450 Payment Date 02/06/26		Vendor 20877	COMPASS MINERALS AMERICA					Status Issued	
20877	1599113			IX	100	02/05/26	53,319.74	0.00	53,319.74
20877	1600285			IX	100	02/06/26	16,853.68	0.00	16,853.68
20877	1608127			IX	100	02/15/26	40,685.14	0.00	40,685.14
20877	1608527			IX	100	02/16/26	6,155.90	0.00	6,155.90
20877	1612506			IX	100	02/21/26	4,505.08	0.00	4,505.08
				*** Payment Total			121,519.54	0.00	121,519.54
Payment Number 1225451 Payment Date 02/06/26		Vendor 12084	HAGGERTY FORD					Status Issued	
12084	3-23031			IX	100	02/13/26	96.56	0.00	96.56
12084	3-23032			IX	100	02/13/26	96.56	0.00	96.56
				*** Payment Total			193.12	0.00	193.12
Payment Number 1225452 Payment Date 02/06/26		Vendor 11812	HD SUPPLY FACILITIES					Status Issued	
11812	0882340109			IX	100	02/06/26	556.97	0.00	556.97
11812	0882343836			IX	100	02/07/26	211.60	0.00	211.60
				*** Payment Total			768.57	0.00	768.57
Payment Number 1225453 Payment Date 02/06/26		Vendor 45312	IMPERIAL LUBES & SUPPLY					Status Issued	
45312	GB-6188			IX	100	02/19/26	690.00	0.00	690.00
45312	IL-13978			IX	100	01/10/26	2,950.00	0.00	2,950.00
45312	IL-14052			IX	100	02/26/26	2,229.50	0.00	2,229.50
				*** Payment Total			5,869.50	0.00	5,869.50

Payment Date Range 02/06/26 thru 02/06/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225454 Payment Date 02/06/26		Vendor 40407	JOHN THOMAS COMPANY					Status Issued	
40407	22282		IX	100	02/12/26		1,818.47	0.00	1,818.47
			*** Payment Total				1,818.47	0.00	1,818.47
Payment Number 1225455 Payment Date 02/06/26		Vendor 27558	K-TECH SPECIALTY COATINGS INC					Status Issued	
27558	426010261		IX	100	03/02/26		17,437.78	0.00	17,437.78
			*** Payment Total				17,437.78	0.00	17,437.78
Payment Number 1225456 Payment Date 02/06/26		Vendor 10734	MIDWEST LUBE, INC.					Status Issued	
10734	033194		IX	100	01/18/26		8,989.00	0.00	8,989.00
			*** Payment Total				8,989.00	0.00	8,989.00
Payment Number 1225457 Payment Date 02/06/26		Vendor 12025	MSC INDUSTRIAL SUPPLY CO					Status Issued	
12025	89584030		IX	100	02/18/26		1,177.34	0.00	1,177.34
12025	91121560		IX	100	02/22/26		964.52	0.00	964.52
12025	91160760		IX	100	02/22/26		30.88	0.00	30.88
12025	91483120		IX	100	02/25/26		426.38	0.00	426.38
			*** Payment Total				2,599.12	0.00	2,599.12
Payment Number 1225458 Payment Date 02/06/26		Vendor 11213	NAPA AUTO PARTS					Status Issued	
11213	302405		IX	100	02/04/26		32.96	0.00	32.96
11213	302859		IX	100	02/08/26		111.60	0.00	111.60
11213	302888		IX	100	02/08/26		29.70	0.00	29.70
11213	302969		IX	100	02/11/26		35.94	0.00	35.94
11213	303067		IX	100	02/12/26		241.02	0.00	241.02
11213	303078		IX	100	02/12/26		248.04	0.00	248.04
11213	303128		IX	100	02/12/26		65.12	0.00	65.12
11213	303130		IX	100	02/12/26		65.12	0.00	65.12
11213	303190		IX	100	02/13/26		166.08	0.00	166.08
11213	303209		IX	100	02/13/26		429.42	0.00	429.42
11213	303217		IX	100	02/13/26		54.55	0.00	54.55
11213	303241		IX	100	02/13/26		147.14	0.00	147.14
11213	303251		IX	100	02/13/26		293.62	0.00	293.62
			*** Payment Total				1,920.31	0.00	1,920.31
Payment Number 1225459 Payment Date 02/06/26		Vendor 10057	NICOR GAS					Status Issued	
10057	57273210005 010226		IX	100	02/01/26		1,663.25	0.00	1,663.25
10057	58190244663 010526		IX	100	02/04/26		893.04	0.00	893.04
			*** Payment Total				2,556.29	0.00	2,556.29
Payment Number 1225460 Payment Date 02/06/26		Vendor 10363	PRIORITY PRODUCTS INC.					Status Issued	
10363	1027325		IX	100	02/21/26		538.32	0.00	538.32
			*** Payment Total				538.32	0.00	538.32
Payment Number 1225461 Payment Date 02/06/26		Vendor 10692	SHOREWOOD HOME AND AUTO					Status Issued	
10692	01-500355		IX	100	02/19/26		102,037.96	0.00	102,037.96
			*** Payment Total				102,037.96	0.00	102,037.96
Payment Number 1225462 Payment Date 02/06/26		Vendor 11645	SUNRISE CHEVROLET					Status Issued	

Payment Date Range 02/06/26 thru 02/06/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225462 Payment Date 02/06/26		Vendor 11645	SUNRISE CHEVROLET					Status Issued	
11645	1041352		IX	100	02/20/26		275.04	0.00	275.04
			*** Payment Total				275.04	0.00	275.04
Payment Number 1225463 Payment Date 02/06/26		Vendor 10067	TERRACE SUPPLY CO					Status Issued	
10067	0001076756		IX	100	03/02/26		272.80	0.00	272.80
			*** Payment Total				272.80	0.00	272.80
Payment Number 1225464 Payment Date 02/06/26		Vendor 10551	WELDSTAR CO					Status Issued	
10551	0002478779		IX	100	02/23/26		42.16	0.00	42.16
			*** Payment Total				42.16	0.00	42.16
		*** Payment Code CHK Total					272,337.44	0.00	272,337.44
		Payment Count					21		
		*** Cash Code 1414 Total					570,613.00	0.00	570,613.00
		Payment Count					28		
		*** Pay Group 1500 USD Total					570,613.00	0.00	570,613.00
		Payment Count					28		

AP255 Date: 02/06/26 JOB SUBMISSION PARAMETERS
Time: 11:04

User Name: DP\FNAXE
Job Name: PMTHISTORY
Step Nbr: 7

Pay Group: 1600
Cash Code: 1414 Class C Accounts Payable

Payment Date: 020626 - 020626
Payment Numbers: -
Payment Code:

Bank Account Payment History

Payment Date Range 02/06/26 thru 02/06/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code ACH

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 538708 Payment Date 02/06/26		Vendor 26753	AMAZON CAPITAL SERVICES					Status Issued	
26753	1RQD-WKFD-67G4		IX	100	02/26/26		27.13	0.00	27.13
			*** Payment Total				27.13	0.00	27.13
Payment Number 538709 Payment Date 02/06/26		Vendor 27908	C.A. SHORT COMPANY					Status Issued	
27908	2736283		IX	100	01/15/26		67.00	0.00	67.00
			*** Payment Total				67.00	0.00	67.00
Payment Number 538710 Payment Date 02/06/26		Vendor 13295	CDM SMITH INC					Status Issued	
13295	90254810		IX	100	02/27/26		2,990.46	0.00	2,990.46
			*** Payment Total				2,990.46	0.00	2,990.46
Payment Number 538711 Payment Date 02/06/26		Vendor 11452	EARTHWERKS LAND IMPROVEMENT &					Status Issued	
11452	6547-6		IX	100	02/22/26		2,000.00	0.00	2,000.00
			*** Payment Total				2,000.00	0.00	2,000.00
Payment Number 538712 Payment Date 02/06/26		Vendor 10157	GRAINGER					Status Issued	
10157	9771507341		IX	100	02/14/26		2.31	0.00	2.31
			*** Payment Total				2.31	0.00	2.31
Payment Number 538713 Payment Date 02/06/26		Vendor 12800	WBK ENGINEERING LLC					Status Issued	
12800	INV-0000035612		IX	100	02/07/26		1,176.05	0.00	1,176.05
			*** Payment Total				1,176.05	0.00	1,176.05
			*** Payment Code ACH Total				6,262.95	0.00	6,262.95
			Payment Count				6		

Payment Date Range 02/06/26 thru 02/06/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225465 Payment Date 02/06/26		Vendor 10008	AT&T					Status Issued	
10008	9363800115 2026		IX	100	01/31/26		1,928.36	0.00	1,928.36
			*** Payment Total				1,928.36	0.00	1,928.36
Payment Number 1225466 Payment Date 02/06/26		Vendor 10008	AT&T					Status Issued	
10008	630616174501 2026		IX	100	02/24/26		96.36	0.00	96.36
10008	630653866201 2026		IX	100	02/21/26		58.18	0.00	58.18
10008	630963477301 2026		IX	100	02/18/26		55.52	0.00	55.52
10008	630963875101 2026		IX	100	02/18/26		94.34	0.00	94.34
10008	630963875201 2026		IX	100	02/18/26		102.89	0.00	102.89
10008	630963875401 2026		IX	100	02/18/26		82.90	0.00	82.90
			*** Payment Total				490.19	0.00	490.19
Payment Number 1225467 Payment Date 02/06/26		Vendor 12302	BATTERIES UNLIMITED					Status Issued	
12302	37638		IX	100	02/02/26		1,196.00	0.00	1,196.00
			*** Payment Total				1,196.00	0.00	1,196.00
Payment Number 1225468 Payment Date 02/06/26		Vendor 26212	BLAINS FARM & FLEET					Status Issued	
26212	BFF-095614		IX	100	02/21/26		167.76	0.00	167.76
			*** Payment Total				167.76	0.00	167.76
Payment Number 1225469 Payment Date 02/06/26		Vendor 13307	BURRIS EQUIPMENT CO					Status Issued	
13307	PS3022534-2		IX	100	02/15/26		284.34	0.00	284.34
			*** Payment Total				284.34	0.00	284.34
Payment Number 1225470 Payment Date 02/06/26		Vendor 12308	CHICAGO PARTS & SOUND LLC					Status Issued	
12308	40V0088276		IX	100	01/16/26		155.11	0.00	155.11
			*** Payment Total				155.11	0.00	155.11
Payment Number 1225471 Payment Date 02/06/26		Vendor 10023	COM ED					Status Issued	
10023	6223136000 010226		IX	100	02/01/26		618.34	0.00	618.34
10023	7201527000 010826		IX	100	02/07/26		79.84	0.00	79.84
10023	8163896000 010926		IX	100	02/08/26		308.27	0.00	308.27
10023	9191409000 011726		IX	100	02/16/26		406.35	0.00	406.35
			*** Payment Total				1,412.80	0.00	1,412.80
Payment Number 1225472 Payment Date 02/06/26		Vendor 12382	COMCAST					Status Issued	
12382	261067125		IX	100	02/14/26		382.52	0.00	382.52
			*** Payment Total				382.52	0.00	382.52
Payment Number 1225473 Payment Date 02/06/26		Vendor 32415	ENVIRONMENTAL CONSULTING &					Status Issued	
32415	260487		IX	100	02/27/26		630.00	0.00	630.00
			*** Payment Total				630.00	0.00	630.00
Payment Number 1225474 Payment Date 02/06/26		Vendor 11219	HOME DEPOT CREDIT SERVICES					Status Issued	
11219	6031316		IX	100	01/10/26		109.95	0.00	109.95
			*** Payment Total				109.95	0.00	109.95
Payment Number 1225475 Payment Date 02/06/26		Vendor 10277	IL ASSOCIATION FOR FLOODPLAIN					Status Issued	

AP255 Date 02/06/26 Pay Group 1600 CONSERV & RECREATION PAY GROUP USD
Time 11:04 Bank Account Payment History

Payment Date Range 02/06/26 thru 02/06/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225475 Payment Date 02/06/26			Vendor 10277				IL ASSOCIATION FOR FLOODPLAIN	Status Issued	
10277	28816		IX	100	02/26/26		2,070.00	0.00	2,070.00
			*** Payment Total				2,070.00	0.00	2,070.00
Payment Number 1225476 Payment Date 02/06/26			Vendor 24920				JX ENTERPRISES, INC	Status Issued	
24920	22384255P		IX	100	02/25/26		215.77	0.00	215.77
			*** Payment Total				215.77	0.00	215.77
Payment Number 1225477 Payment Date 02/06/26			Vendor 10851				MENARDS	Status Issued	
10851	97295		IX	100	02/04/26		12.93	0.00	12.93
			*** Payment Total				12.93	0.00	12.93
Payment Number 1225478 Payment Date 02/06/26			Vendor 10057				NICOR GAS	Status Issued	
10057	63535010001 010826		IX	100	02/07/26		196.86	0.00	196.86
			*** Payment Total				196.86	0.00	196.86
Payment Number 1225479 Payment Date 02/06/26			Vendor 28531				SIGNAL 88 LLC	Status Issued	
28531	US_118970		IX	100	01/31/26		1,240.00	0.00	1,240.00
			*** Payment Total				1,240.00	0.00	1,240.00
Payment Number 1225480 Payment Date 02/06/26			Vendor 11201				UNITED STATES POSTAL SERVICE	Status Issued	
11201	34855593 123125 SW		IX	100	01/30/26		63.71	0.00	63.71
			*** Payment Total				63.71	0.00	63.71
Payment Number 1225481 Payment Date 02/06/26			Vendor 30387				VEGA AMERICAS INC	Status Issued	
30387	662883		IX	100	11/09/25		857.22	0.00	857.22
			*** Payment Total				857.22	0.00	857.22
Payment Number 1225482 Payment Date 02/06/26			Vendor 12030				WILLOWBROOK FORD INC	Status Issued	
12030	6457571/1		IX	100	01/15/26		196.61	0.00	196.61
			*** Payment Total				196.61	0.00	196.61
		*** Payment Code CHK Total					11,610.13	0.00	11,610.13
		Payment Count					18		
		*** Cash Code 1414 Total					17,873.08	0.00	17,873.08
		Payment Count					24		
		*** Pay Group 1600 USD Total					17,873.08	0.00	17,873.08
		Payment Count					24		

AP255 Date: 02/06/26 JOB SUBMISSION PARAMETERS
Time: 11:04

User Name: DP\FNAXE
Job Name: PMTHISTORY
Step Nbr: 8

Pay Group: 2000
Cash Code: 1414 Class C Accounts Payable

Payment Date: 020626 - 020626
Payment Numbers: -
Payment Code:

Bank Account Payment History

AP255 Date 02/06/26 Pay Group 2000 PUBLIC WORKS PAY GROUP USD Page 1
Time 11:04 Bank Account Payment History

Payment Date Range 02/06/26 thru 02/06/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code ACH

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 538714 Payment Date 02/06/26			Vendor 26753				AMAZON CAPITAL SERVICES	Status Issued	
26753	1D6N-D6NF-HJFL		IX	100	01/20/26		159.95	0.00	159.95
			*** Payment Total				159.95	0.00	159.95
Payment Number 538715 Payment Date 02/06/26			Vendor 30232				ROBINSON ENGINEERING LTD	Status Issued	
30232	26010050		IX	100	02/07/26		2,679.51	0.00	2,679.51
			*** Payment Total				2,679.51	0.00	2,679.51
Payment Number 538716 Payment Date 02/06/26			Vendor 44522				TOSHIBA AMERICA BUSINESS	Status Issued	
44522	6760115		IX	100	03/04/26		960.27	0.00	960.27
			*** Payment Total				960.27	0.00	960.27
Payment Number 538717 Payment Date 02/06/26			Vendor 10550				VILLAGE OF GLEN ELLYN	Status Issued	
10550	020226		IX	100	03/04/26		94,192.14	0.00	94,192.14
			*** Payment Total				94,192.14	0.00	94,192.14
		*** Payment Code ACH Total					97,991.87	0.00	97,991.87
		Payment Count					4		

Payment Date Range 02/06/26 thru 02/06/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225483 Payment Date 02/06/26		Vendor 12167	AMERICAN WATER					Status Issued	
12167	4000320622		IX	100	01/31/26		329.55	0.00	329.55
			*** Payment Total				329.55	0.00	329.55
Payment Number 1225484 Payment Date 02/06/26		Vendor 10828	ANSWER NATIONAL					Status Issued	
10828	677078AN-020126		IX	100	03/03/26		558.16	0.00	558.16
			*** Payment Total				558.16	0.00	558.16
Payment Number 1225485 Payment Date 02/06/26		Vendor 11624	BUILDERS CHICAGO CORPORATION					Status Issued	
11624	94580		IX	100	03/02/26		1,069.08	0.00	1,069.08
			*** Payment Total				1,069.08	0.00	1,069.08
Payment Number 1225486 Payment Date 02/06/26		Vendor 10074	CITY OF WHEATON					Status Issued	
10074	514480		IX	100	02/26/26		100.00	0.00	100.00
			*** Payment Total				100.00	0.00	100.00
Payment Number 1225487 Payment Date 02/06/26		Vendor 29781	CUMMINS SALES AND SERVICE					Status Issued	
29781	F2-250836349		IX	100	09/26/25		10.00	0.00	10.00
			*** Payment Total				10.00	0.00	10.00
Payment Number 1225488 Payment Date 02/06/26		Vendor 10028	DREISILKER ELECTRIC MOTORS					Status Issued	
10028	I48124		IX	100	02/04/26		293.39	0.00	293.39
10028	IR4552		IX	100	03/01/26		1,705.00	0.00	1,705.00
			*** Payment Total				1,998.39	0.00	1,998.39
Payment Number 1225489 Payment Date 02/06/26		Vendor 11196	FEDEX					Status Issued	
11196	9-164-34136		IX	100	03/06/26		133.18	0.00	133.18
			*** Payment Total				133.18	0.00	133.18
Payment Number 1225490 Payment Date 02/06/26		Vendor 38645	FEHR GRAHAM & ASSOCIATES LLC					Status Issued	
38645	136835		IX	100	01/25/26		34,164.59	0.00	34,164.59
			*** Payment Total				34,164.59	0.00	34,164.59
Payment Number 1225491 Payment Date 02/06/26		Vendor 10996	FIRST ENVIRONMENTAL LABS INC					Status Issued	
10996	196802		IX	100	02/28/26		4,938.05	0.00	4,938.05
			*** Payment Total				4,938.05	0.00	4,938.05
Payment Number 1225492 Payment Date 02/06/26		Vendor 27954	GROOT, INC					Status Issued	
27954	15883014T098		IX	100	03/03/26		1,082.52	0.00	1,082.52
			*** Payment Total				1,082.52	0.00	1,082.52
Payment Number 1225493 Payment Date 02/06/26		Vendor 11219	HOME DEPOT CREDIT SERVICES					Status Issued	
11219	0174 0231 122825		IX	100	01/27/26		2,754.76	0.00	2,754.76
			*** Payment Total				2,754.76	0.00	2,754.76
Payment Number 1225494 Payment Date 02/06/26		Vendor 11996	JULIE INC					Status Issued	
11996	2026-0430		IX	100	02/05/26		13,000.00	0.00	13,000.00
			*** Payment Total				13,000.00	0.00	13,000.00

Bank Account Payment History

Payment Date Range 02/06/26 thru 02/06/26
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Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225495 Payment Date 02/06/26			Vendor 10851		MENARDS			Status Issued	
10851	96385		IX	100	01/10/26		78.12-	0.00	78.12-
10851	97412		IX	100	02/07/26		196.89	0.00	196.89
10851	97460		IX	100	02/08/26		50.61	0.00	50.61
10851	97733		IX	100	02/14/26		255.48	0.00	255.48
10851	97984		IX	100	02/20/26		34.21	0.00	34.21
10851	98023		IX	100	02/21/26		12.43	0.00	12.43
10851	98029		IX	100	02/21/26		103.98	0.00	103.98
10851	98080		IX	100	02/22/26		185.77	0.00	185.77
10851	98091		IX	100	02/22/26		199.96	0.00	199.96
			*** Payment Total				961.21	0.00	961.21
Payment Number 1225496 Payment Date 02/06/26			Vendor 10851		MENARDS - GLENDALE HEIGHTS			Status Issued	
10851	68839		IX	100	02/24/26		137.75	0.00	137.75
			*** Payment Total				137.75	0.00	137.75
Payment Number 1225497 Payment Date 02/06/26			Vendor 10185		NEUCO INC			Status Issued	
10185	9359035		IX	100	02/04/26		421.66	0.00	421.66
			*** Payment Total				421.66	0.00	421.66
Payment Number 1225498 Payment Date 02/06/26			Vendor 10057		NICOR GAS			Status Issued	
10057	54626010000 122225		IX	100	01/21/26		782.91	0.00	782.91
			*** Payment Total				782.91	0.00	782.91
Payment Number 1225499 Payment Date 02/06/26			Vendor 39549		ODP BUSINESS SOLUTIONS, LLC			Status Issued	
39549	454623156001		IX	100	02/13/26		112.62	0.00	112.62
			*** Payment Total				112.62	0.00	112.62
Payment Number 1225500 Payment Date 02/06/26			Vendor 19699		PEREGRINE CORPORATION			Status Issued	
19699	0076749		IX	100	02/15/26		37.40	0.00	37.40
19699	0076750		IX	100	02/15/26		1,298.66	0.00	1,298.66
19699	0076752		IX	100	02/15/26		373.77	0.00	373.77
			*** Payment Total				1,709.83	0.00	1,709.83
Payment Number 1225501 Payment Date 02/06/26			Vendor 10797		THE SHERWIN WILLIAMS CO			Status Issued	
10797	42459146470126		IX	100	02/20/26		161.70	0.00	161.70
10797	42483146470126		IX	100	02/20/26		215.56	0.00	215.56
			*** Payment Total				377.26	0.00	377.26
Payment Number 1225502 Payment Date 02/06/26			Vendor 12448		TROTTER & ASSOCIATES INC			Status Issued	
12448	25-25762		IX	100	01/30/26		1,372.00	0.00	1,372.00
12448	25-25763		IX	100	01/30/26		849.80	0.00	849.80
			*** Payment Total				2,221.80	0.00	2,221.80
Payment Number 1225503 Payment Date 02/06/26			Vendor 11398		ZIEBELL WATER SERVICE PRODUCTS			Status Issued	
11398	271340-000		IX	100	01/01/26		702.00	0.00	702.00
			*** Payment Total				702.00	0.00	702.00
Payment Number 1225504 Payment Date 02/06/26			Vendor 26345		ZORO TOOLS INC			Status Issued	

Payment Date Range 02/06/26 thru 02/06/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225504 Payment Date 02/06/26		Vendor 26345			ZORO TOOLS INC			Status Issued	
26345	INV18175770		IX	100	02/25/26		561.59	0.00	561.59
		*** Payment Total					561.59	0.00	561.59
		*** Payment Code CHK Total					68,126.91	0.00	68,126.91
		Payment Count					22		
		*** Cash Code 1414 Total					166,118.78	0.00	166,118.78
		Payment Count					26		
		*** Pay Group 2000 USD Total					166,118.78	0.00	166,118.78
		Payment Count					26		

AP255 Date: 02/06/26 JOB SUBMISSION PARAMETERS
Time: 11:04

User Name: DP\FNAXE
Job Name: PMTHISTORY
Step Nbr: 9

Pay Group: 5000
Cash Code: 1414 Class C Accounts Payable

Payment Date: 020626 - 020626
Payment Numbers: -
Payment Code:

AP255 Date 02/06/26 Pay Group 5000 DUPAGE COUNTY GRANTS PAY GROUP USD Page 1
Time 11:05 Bank Account Payment History

Payment Date Range 02/06/26 thru 02/06/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code ACH

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 538718 Payment Date 02/06/26			Vendor 27068		ROCK GATE CAPITAL			Status Issued	
27068	191536		IX	105	02/04/26		5,401.00	0.00	5,401.00
			*** Payment Total				5,401.00	0.00	5,401.00
Payment Number 538719 Payment Date 02/06/26			Vendor 26753		AMAZON CAPITAL SERVICES			Status Issued	
26753	11H1-YWTF-DG4C		IX	101	03/01/26		216.28	0.00	216.28
26753	13DN-MW1K-JND3		IX	105	03/03/26		39.95	0.00	39.95
26753	13FN-TLCP-PKKH		IX	101	03/04/26		100.69	0.00	100.69
26753	1DCY-J9YL-LCJF		IX	202	03/02/26		42.99	0.00	42.99
26753	1KH3-GFVN-K9CJ		IX	101	03/05/26		886.81	0.00	886.81
26753	1NP6-MVCQ-4XKK		IX	101	03/06/26		360.94	0.00	360.94
26753	1RRM-FQWG-L9GK		IX	101	03/02/26		105.72	0.00	105.72
			*** Payment Total				1,753.38	0.00	1,753.38
Payment Number 538720 Payment Date 02/06/26			Vendor 10667		CDW GOVERNMENT INC			Status Issued	
10667	ZR01080488		IX	105	02/07/26		1,197.00	0.00	1,197.00
10667	ZR01080489		IX	105	02/07/26		19,083.00	0.00	19,083.00
			*** Payment Total				20,280.00	0.00	20,280.00
Payment Number 538721 Payment Date 02/06/26			Vendor 12531		CTS, INC.			Status Issued	
12531	386183		IX	105	02/18/26		663.00	0.00	663.00
			*** Payment Total				663.00	0.00	663.00
Payment Number 538722 Payment Date 02/06/26			Vendor 46785		DELGADO-PIZA, DAYCY			Status Issued	
46785	MIL20260102		IX	202	02/03/26		79.61	0.00	79.61
			*** Payment Total				79.61	0.00	79.61
Payment Number 538723 Payment Date 02/06/26			Vendor 23461		DUPAGE COUNTY COMMUNITY			Status Issued	
23461	DHS-1760-26-2947		IX	209	02/05/26		50.00	0.00	50.00
			*** Payment Total				50.00	0.00	50.00
Payment Number 538724 Payment Date 02/06/26			Vendor 10494		MICROTRAIN			Status Issued	
10494	94438		IX	105	02/20/26		5,556.00	0.00	5,556.00
10494	94443		IX	105	02/20/26		3,672.00	0.00	3,672.00
			*** Payment Total				9,228.00	0.00	9,228.00
Payment Number 538725 Payment Date 02/06/26			Vendor 41556		NIEVES-RODRIGUEZ, VIRGEN			Status Issued	
41556	TRV20260127		IX	101	02/03/26		1,568.48	0.00	1,568.48
			*** Payment Total				1,568.48	0.00	1,568.48
Payment Number 538726 Payment Date 02/06/26			Vendor 44136		ALLIED CONTINENTAL HOLDINGS,			Status Issued	
44136	9802135		IX	208	01/21/26		456.96	0.00	456.96
44136	9802136		IX	208	01/21/26		456.96	0.00	456.96
44136	9802141		IX	208	01/21/26		10.00	0.00	10.00
44136	9802145		IX	208	01/21/26		436.95	0.00	436.95
44136	9802146		IX	208	01/21/26		10.00	0.00	10.00
44136	9802149		IX	208	01/21/26		452.96	0.00	452.96
44136	9802151		IX	208	01/21/26		10.00	0.00	10.00

Payment Date Range 02/06/26 thru 02/06/26
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Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 538726 Payment Date 02/06/26			Vendor 44136		ALLIED CONTINENTAL HOLDINGS,			Status Issued	
			*** Payment Total				1,833.83	0.00	1,833.83
Payment Number 538727 Payment Date 02/06/26			Vendor 19893		SCARPACE, REGINA			Status Issued	
19893	TRV20260102		IX	202	02/03/26		198.57	0.00	198.57
			*** Payment Total				198.57	0.00	198.57
Payment Number 538728 Payment Date 02/06/26			Vendor 17827		SCHVACH, LISA			Status Issued	
17827	EXP20260127		IX	105	02/26/26		156.00	0.00	156.00
			*** Payment Total				156.00	0.00	156.00
		*** Payment Code ACH Total					41,211.87	0.00	41,211.87
			Payment Count				11		

Payment Date Range 02/06/26 thru 02/06/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225505 Payment Date 02/06/26 Vendor 12104 AIS TRUST ACCOUNT Status Issued									
12104	3318451		IX	105	12/14/25		1,004.00	0.00	1,004.00
			*** Payment Total				1,004.00	0.00	1,004.00
Payment Number 1225506 Payment Date 02/06/26 Vendor 32632 AVANATH HINSDALE, LLC Status Issued									
32632	DHS-1760-26-2934		IX	209	02/04/26		9,344.48	0.00	9,344.48
			*** Payment Total				9,344.48	0.00	9,344.48
Payment Number 1225507 Payment Date 02/06/26 Vendor 47678 BRIGHTSTAR HEALTHCARE Status Issued									
47678	IVC00000010059145		IX	101	03/03/26		70.00	0.00	70.00
			*** Payment Total				70.00	0.00	70.00
Payment Number 1225508 Payment Date 02/06/26 Vendor 12130 CHICAGO PROFESSIONAL CENTER Status Issued									
12130	3469		IX	105	02/20/26		3,500.00	0.00	3,500.00
			*** Payment Total				3,500.00	0.00	3,500.00
Payment Number 1225509 Payment Date 02/06/26 Vendor 10959 CITY OF NAPERVILLE Status Issued									
10959	245557		IX	101	02/04/26		29,669.00	0.00	29,669.00
			*** Payment Total				29,669.00	0.00	29,669.00
Payment Number 1225510 Payment Date 02/06/26 Vendor 10023 COM ED - LIHEAP PAYMENTS Status Issued									
10023	245559		IX	101	03/06/26		11,237.00	0.00	11,237.00
			*** Payment Total				11,237.00	0.00	11,237.00
Payment Number 1225511 Payment Date 02/06/26 Vendor 10023 COM ED - LIHEAP PAYMENTS Status Issued									
10023	245560		IX	101	03/06/26		73,441.00	0.00	73,441.00
			*** Payment Total				73,441.00	0.00	73,441.00
Payment Number 1225512 Payment Date 02/06/26 Vendor 12382 COMCAST Status Issued									
12382	8771201200651994020126		IX	202	03/03/26		156.85	0.00	156.85
			*** Payment Total				156.85	0.00	156.85
Payment Number 1225513 Payment Date 02/06/26 Vendor 22065 COMNET GROUP INC Status Issued									
22065	202601ZL-02		IX	105	02/18/26		9,393.00	0.00	9,393.00
			*** Payment Total				9,393.00	0.00	9,393.00
Payment Number 1225514 Payment Date 02/06/26 Vendor 12589 DFM ASSOCIATES Status Issued									
12589	50860		IX	208	03/03/26		15,933.00	0.00	15,933.00
			*** Payment Total				15,933.00	0.00	15,933.00
Payment Number 1225515 Payment Date 02/06/26 Vendor 19784 DUPAGE COUNTY PUBLIC WORKS Status Issued									
19784	30506429 011226		IX	101	02/11/26		1,943.92	0.00	1,943.92
			*** Payment Total				1,943.92	0.00	1,943.92
Payment Number 1225516 Payment Date 02/06/26 Vendor 12859 ECUMENICAL SUPPORT SERVICES Status Issued									
12859	30109		IX	101	02/03/26		720.00	0.00	720.00
12859	30135		IX	101	02/03/26		480.00	0.00	480.00
			*** Payment Total				1,200.00	0.00	1,200.00

Payment Date Range 02/06/26 thru 02/06/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225517 Payment Date 02/06/26		Vendor 11662	FEECE OIL COMPANY					Status Issued	
11662	245561		IX	101	03/06/26		1,200.00	0.00	1,200.00
			*** Payment Total				1,200.00	0.00	1,200.00
Payment Number 1225518 Payment Date 02/06/26		Vendor 10624	FOLLETT HIGHER EDUCATION GROUP					Status Issued	
10624	1377076		IX	105	11/26/25		3,338.98	0.00	3,338.98
			*** Payment Total				3,338.98	0.00	3,338.98
Payment Number 1225519 Payment Date 02/06/26		Vendor 41347	GILLIARD, JAMES					Status Issued	
41347	V26666-1		IX	105	02/04/26		30.00	0.00	30.00
			*** Payment Total				30.00	0.00	30.00
Payment Number 1225520 Payment Date 02/06/26		Vendor 43205	INTERNATIONAL CAREER INSTITUTE					Status Issued	
43205	032020771B2214		IX	105	01/08/26		1,825.00	0.00	1,825.00
			*** Payment Total				1,825.00	0.00	1,825.00
Payment Number 1225521 Payment Date 02/06/26		Vendor 39669	LE, JANA					Status Issued	
39669	MIL20260105		IX	202	02/05/26		101.79	0.00	101.79
			*** Payment Total				101.79	0.00	101.79
Payment Number 1225522 Payment Date 02/06/26		Vendor 11879	MITS-MANAGEMENT & INFORMATION					Status Issued	
11879	MITSD-2026-01		IX	105	02/04/26		5,200.00	0.00	5,200.00
			*** Payment Total				5,200.00	0.00	5,200.00
Payment Number 1225523 Payment Date 02/06/26		Vendor 42736	MOHSIN, SANA					Status Issued	
42736	MIL20260106		IX	202	02/03/26		162.76	0.00	162.76
			*** Payment Total				162.76	0.00	162.76
Payment Number 1225524 Payment Date 02/06/26		Vendor 31260	BESTER, JAMES					Status Issued	
31260	1-012926		IX	101	02/28/26		75.00	0.00	75.00
			*** Payment Total				75.00	0.00	75.00
Payment Number 1225525 Payment Date 02/06/26		Vendor 10057	NICOR GAS					Status Issued	
10057	245562		IX	101	03/06/26		26,409.00	0.00	26,409.00
			*** Payment Total				26,409.00	0.00	26,409.00
Payment Number 1225526 Payment Date 02/06/26		Vendor 12750	NORTEK ENVIRONMENTAL INC					Status Issued	
12750	ESV26-30		IX	101	01/29/26		150.00	0.00	150.00
			*** Payment Total				150.00	0.00	150.00
Payment Number 1225527 Payment Date 02/06/26		Vendor 39549	ODP BUSINESS SOLUTIONS, LLC					Status Issued	
39549	450993799001		IX	105	01/09/26		162.46	0.00	162.46
39549	450994229001		IX	105	01/09/26		30.49	0.00	30.49
			*** Payment Total				192.95	0.00	192.95
Payment Number 1225528 Payment Date 02/06/26		Vendor 11673	PARENTS ALLIANCE EMPLOY PROJ					Status Issued	
11673	DUPAGE IN 291 DEC25		IX	105	01/30/26		13,585.72	0.00	13,585.72
11673	DUPAGE OUT 292 DEC25		IX	105	01/30/26		41,389.36	0.00	41,389.36

AP255 Date 02/06/26 Pay Group 5000 DUPAGE COUNTY GRANTS PAY GROUP USD Page 5
Time 11:05 Bank Account Payment History

Payment Date Range 02/06/26 thru 02/06/26
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Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225528 Payment Date 02/06/26			Vendor 11673				PARENTS ALLIANCE EMPLOY PROJ	Status Issued	
			*** Payment Total				54,975.08	0.00	54,975.08
Payment Number 1225529 Payment Date 02/06/26			Vendor 47695				PICKETT, TAI	Status Issued	
47695	MIL20260127		IX	202	02/03/26		38.43	0.00	38.43
			*** Payment Total				38.43	0.00	38.43
Payment Number 1225530 Payment Date 02/06/26			Vendor 47675				SAFE LIFE HOME HEALTH CARE LLC	Status Issued	
47675	11345		IX	101	03/06/26		999.60	0.00	999.60
			*** Payment Total				999.60	0.00	999.60
Payment Number 1225531 Payment Date 02/06/26			Vendor 30012				SOLOPROTECT US LLC	Status Issued	
30012	INV19139095		IX	101	03/03/26		296.70	0.00	296.70
			*** Payment Total				296.70	0.00	296.70
Payment Number 1225532 Payment Date 02/06/26			Vendor 39938				SPARK MAIDS LLC	Status Issued	
39938	142770		IX	101	02/27/26		480.00	0.00	480.00
			*** Payment Total				480.00	0.00	480.00
Payment Number 1225533 Payment Date 02/06/26			Vendor 39673				UCCT CORPORATION	Status Issued	
39673	0000033		IX	101	03/04/26		616.00	0.00	616.00
			*** Payment Total				616.00	0.00	616.00
Payment Number 1225534 Payment Date 02/06/26			Vendor 30075				VERVE GLOBAL INC	Status Issued	
30075	26590		IX	105	02/14/26		2,628.00	0.00	2,628.00
30075	26605		IX	105	02/08/26		6,652.00	0.00	6,652.00
			*** Payment Total				9,280.00	0.00	9,280.00
Payment Number 1225535 Payment Date 02/06/26			Vendor 10033				VILLAGE OF BURR RIDGE	Status Issued	
10033	6638009476-02 010126		IX	101	01/31/26		7,022.74	0.00	7,022.74
			*** Payment Total				7,022.74	0.00	7,022.74
Payment Number 1225536 Payment Date 02/06/26			Vendor 31468				WEST CHICAGO PROFESSIONAL	Status Issued	
31468	1557		IX	105	12/13/25		9,950.00	0.00	9,950.00
			*** Payment Total				9,950.00	0.00	9,950.00
		*** Payment Code CHK Total					279,236.28	0.00	279,236.28
			Payment Count				32		
		*** Cash Code 1414 Total					320,448.15	0.00	320,448.15
			Payment Count				43		
	*** Pay Group 5000 USD Total						320,448.15	0.00	320,448.15
			Payment Count				43		

AP255 Date: 02/06/26 JOB SUBMISSION PARAMETERS
Time: 11:05

User Name: DP\FNAXE
Job Name: PMTHISTORY
Step Nbr: 10

Pay Group: 6000
Cash Code: 1414 Class C Accounts Payable

Payment Date: 020626 - 020626
Payment Numbers: -
Payment Code:

AP255 Date 02/06/26 Pay Group 6000 CAPITAL PROJECTS PAY GROUP USD Page 1
Time 11:05 Bank Account Payment History

Payment Date Range 02/06/26 thru 02/06/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225537 Payment Date 02/06/26		Vendor 10031			ELMHURST CHICAGO STONE CO			Status Issued	
10031	638466	IX	100		02/18/26		637.50	0.00	637.50
			*** Payment Total				637.50	0.00	637.50
			*** Payment Code CHK Total				637.50	0.00	637.50
			Payment Count				1		
			*** Cash Code 1414 Total				637.50	0.00	637.50
			Payment Count				1		
			*** Pay Group 6000 USD Total				637.50	0.00	637.50
			Payment Count				1		

Payment of Claims

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

File #: 26-0654 **Agenda Date:** 2/24/2026 **Agenda #:** 8.C.

AP255 Date: 02/06/26 JOB SUBMISSION PARAMETERS
Time: 14:21

User Name: DP\FNAXE
Job Name: AP255-5000
Step Nbr: 1

Pay Group: 5000
Cash Code: 3910 Class C Account

Payment Date: 020626 - 020626
Payment Numbers: -
Payment Code: AUT Auto Debit

Bank Account Payment History

Payment Date Range 02/06/26 thru 02/06/26
Cash Code 3910 Bank 071000013 Payment Currency USD
Payment Code AUT

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1045956 Payment Date 02/06/26			Vendor 10023				COMMONWEALTH EDISON COMPANY		Status Issued
10023 1045956				200	03/06/26		6,004.18	0.00	6,004.18
			*** Payment Total				6,004.18	0.00	6,004.18
Payment Number 1045957 Payment Date 02/06/26			Vendor 10057				NICOR GAS		Status Issued
10057 1045957				200	03/06/26		1,756.00	0.00	1,756.00
			*** Payment Total				1,756.00	0.00	1,756.00
		*** Payment Code AUT Total					7,760.18	0.00	7,760.18
			Payment Count				2		
		*** Cash Code 3910 Total					7,760.18	0.00	7,760.18
			Payment Count				2		
		*** Pay Group 5000 USD Total					7,760.18	0.00	7,760.18
			Payment Count				2		

Payment of Claims

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

File #: 26-0701 **Agenda Date:** 2/24/2026 **Agenda #:** 8.D.

AP255 Date: 02/10/26 JOB SUBMISSION PARAMETERS
Time: 11:05

User Name: DP\FNAXE
Job Name: PMTHISTORY
Step Nbr: 1

Pay Group: 1000
Cash Code: 1414 Class C Accounts Payable

Payment Date: 021026 - 021026
Payment Numbers: -
Payment Code:

Bank Account Payment History

Payment Date Range 02/10/26 thru 02/10/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code ACH

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 538730 Payment Date 02/10/26			Vendor 26753		AMAZON CAPITAL SERVICES			Status Issued	
26753	16TD-DLX1-GCFD		IX	100	03/07/26		11.14	0.00	11.14
26753	1F7D-JN11-XM4W		IX	100	02/12/26		355.52	0.00	355.52
26753	1JKC-F9XD-7HQ1		IX	100	12/25/25		299.96	0.00	299.96
26753	1N64-YWN4-XVQP		IX	100	02/08/26		28.87	0.00	28.87
26753	1PM4-DJ3D-TCWY		IX	100	02/08/26		13.85	0.00	13.85
26753	1QDV-GW7X-D14C		IX	100	02/15/26		110.26	0.00	110.26
26753	1R44-FJ6P-D4FN		IX	100	02/04/26		103.10	0.00	103.10
26753	1RG7-4Y73-R6FK		IX	100	02/13/26		53.16	0.00	53.16
26753	1YVJ-3YWN-TXV7		IX	100	03/10/26		49.00	0.00	49.00
			*** Payment Total				1,024.86	0.00	1,024.86
Payment Number 538731 Payment Date 02/10/26			Vendor 12097		DATAVANT, LLC			Status Issued	
12097	0539383107		IX	100	02/12/26		122.17	0.00	122.17
			*** Payment Total				122.17	0.00	122.17
Payment Number 538732 Payment Date 02/10/26			Vendor 18596		DIECKMAN, CRAIG			Status Issued	
18596	EXP20260122		IX	100	02/21/26		92.98	0.00	92.98
			*** Payment Total				92.98	0.00	92.98
Payment Number 538733 Payment Date 02/10/26			Vendor 19717		DPCO STATE'S ATTY INVEST ACCT			Status Issued	
19717	CK6680		IX	100	02/20/26		2.80	0.00	2.80
19717	CK6681		IX	100	02/20/26		8.00	0.00	8.00
19717	CK6684		IX	100	02/28/26		10.00	0.00	10.00
			*** Payment Total				20.80	0.00	20.80
Payment Number 538734 Payment Date 02/10/26			Vendor 37180		FAILLO, MARY E			Status Issued	
37180	2025CF2233 12092025		IX	100	03/08/26		9.50	0.00	9.50
			*** Payment Total				9.50	0.00	9.50
Payment Number 538735 Payment Date 02/10/26			Vendor 11067		FOX VALLEY FIRE & SAFETY			Status Issued	
11067	IN00827950		IX	100	02/05/26		175.00	0.00	175.00
			*** Payment Total				175.00	0.00	175.00
Payment Number 538736 Payment Date 02/10/26			Vendor 10157		GRAINGER			Status Issued	
10157	9754256171		IX	100	01/28/26		945.50	0.00	945.50
10157	9763976181		IX	100	02/07/26		23.22	0.00	23.22
10157	9764679396		IX	100	02/07/26		620.29	0.00	620.29
10157	9764679404		IX	100	02/07/26		559.82	0.00	559.82
10157	9766590104		IX	100	02/11/26		160.35	0.00	160.35
10157	9767599062		IX	100	02/11/26		1,951.50	0.00	1,951.50
10157	9767602072		IX	100	02/11/26		395.49	0.00	395.49
10157	9769387672		IX	100	02/12/26		451.38	0.00	451.38
10157	9769387680		IX	100	02/12/26		738.69	0.00	738.69
10157	9779266627		IX	100	02/20/26		1,674.54	0.00	1,674.54
10157	9779266635		IX	100	02/20/26		56.85	0.00	56.85
10157	9779410167		IX	100	02/20/26		328.73	0.00	328.73
10157	9779410175		IX	100	02/20/26		82.79	0.00	82.79
10157	9780040094		IX	100	02/20/26		108.30	0.00	108.30

Payment Date Range 02/10/26 thru 02/10/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code ACH

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 538736 Payment Date 02/10/26			Vendor 10157				GRAINGER	Status Issued	
			*** Payment Total				8,097.45	0.00	8,097.45
Payment Number 538737 Payment Date 02/10/26			Vendor 10124				GRAYBAR	Status Issued	
10124	9351747087		IX	100	02/19/26		856.73	0.00	856.73
			*** Payment Total				856.73	0.00	856.73
Payment Number 538738 Payment Date 02/10/26			Vendor 40998				LAZZARO, THERESA M	Status Issued	
40998	020226 23CH102		IX	100	03/04/26		40.00	0.00	40.00
			*** Payment Total				40.00	0.00	40.00
Payment Number 538739 Payment Date 02/10/26			Vendor 22296				MASON, SHANNON	Status Issued	
22296	ROP110525		IX	100	02/28/26		64.00	0.00	64.00
			*** Payment Total				64.00	0.00	64.00
Payment Number 538740 Payment Date 02/10/26			Vendor 18708				PERKINSON, GENEVA	Status Issued	
18708	TRV20260120		IX	100	02/04/26		50.26	0.00	50.26
			*** Payment Total				50.26	0.00	50.26
Payment Number 538741 Payment Date 02/10/26			Vendor 11154				PORTER PIPE & SUPPLY	Status Issued	
11154	13166097-00		IX	100	02/14/26		123.30	0.00	123.30
			*** Payment Total				123.30	0.00	123.30
Payment Number 538742 Payment Date 02/10/26			Vendor 11145				RAY O'HERRON CO INC	Status Issued	
11145	2459822		IX	100	03/06/26		116.44	0.00	116.44
11145	2459823		IX	100	03/06/26		183.43	0.00	183.43
11145	2459826		IX	100	03/06/26		78.15	0.00	78.15
11145	2459832		IX	100	03/06/26		45.69	0.00	45.69
11145	2459833		IX	100	03/06/26		131.16	0.00	131.16
11145	2459836		IX	100	03/06/26		28.89	0.00	28.89
			*** Payment Total				583.76	0.00	583.76
Payment Number 538743 Payment Date 02/10/26			Vendor 44522				TOSHIBA AMERICA BUSINESS	Status Issued	
44522	6740474		IX	100	02/07/26		190.26	0.00	190.26
44522	6759119		IX	100	03/04/26		84.91	0.00	84.91
44522	6759121		IX	100	03/04/26		286.06	0.00	286.06
44522	6759122		IX	100	03/04/26		75.21	0.00	75.21
44522	6759886		IX	100	03/04/26		1,639.32	0.00	1,639.32
			*** Payment Total				2,275.76	0.00	2,275.76
		*** Payment Code ACH Total					13,536.57	0.00	13,536.57
		Payment Count					14		

Payment Date Range 02/10/26 thru 02/10/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225539 Payment Date 02/10/26		Vendor 10671	ALPHAGRAPHICS			Status Issued		
10671	187411		IX 100	02/22/26		333.16	0.00	333.16
			*** Payment Total			333.16	0.00	333.16
Payment Number 1225540 Payment Date 02/10/26		Vendor 19952	CHICAGO METRO CONSTRUCTION			Status Issued		
19952	26018		IX 100	01/21/26		104.75	0.00	104.75
			*** Payment Total			104.75	0.00	104.75
Payment Number 1225541 Payment Date 02/10/26		Vendor 10009	AT&T MOBILITY			Status Issued		
10009	287352264732X01082026		IX 100	01/30/26		216.13	0.00	216.13
			*** Payment Total			216.13	0.00	216.13
Payment Number 1225542 Payment Date 02/10/26		Vendor 46270	BANK, JENNIFER			Status Issued		
46270	JNB0282		IX 100	02/22/26		674.00	0.00	674.00
			*** Payment Total			674.00	0.00	674.00
Payment Number 1225543 Payment Date 02/10/26		Vendor 46764	CONSTELLATION NEWENERGY - GAS			Status Issued		
46764	4498694		IX 100	02/14/26		96,503.06	0.00	96,503.06
			*** Payment Total			96,503.06	0.00	96,503.06
Payment Number 1225544 Payment Date 02/10/26		Vendor 43769	CROWE, KAYTLYNN			Status Issued		
43769	MIL20260114		IX 100	02/04/26		17.84	0.00	17.84
			*** Payment Total			17.84	0.00	17.84
Payment Number 1225545 Payment Date 02/10/26		Vendor 10129	DJOA			Status Issued		
10129	90		IX 100	02/04/26		40.00	0.00	40.00
			*** Payment Total			40.00	0.00	40.00
Payment Number 1225546 Payment Date 02/10/26		Vendor 11196	FEDEX			Status Issued		
11196	9-157-03685		IX 100	02/27/26		59.78	0.00	59.78
			*** Payment Total			59.78	0.00	59.78
Payment Number 1225547 Payment Date 02/10/26		Vendor 47702	FINN, RYAN			Status Issued		
47702	MIL20260128		IX 100	02/06/26		18.56	0.00	18.56
			*** Payment Total			18.56	0.00	18.56
Payment Number 1225548 Payment Date 02/10/26		Vendor 20752	FIRST NATIONAL BANK OF OMAHA			Status Issued		
20752	8913 013026B		IX 100	03/01/26		232.00	0.00	232.00
			*** Payment Total			232.00	0.00	232.00
Payment Number 1225549 Payment Date 02/10/26		Vendor 44316	HALVORSON, JACOB			Status Issued		
44316	MIL20260107		IX 100	02/04/26		18.71	0.00	18.71
			*** Payment Total			18.71	0.00	18.71
Payment Number 1225550 Payment Date 02/10/26		Vendor 19150	IL OFFICE OF THE STATE			Status Issued		
19150	10005104		IX 100	01/30/26		140.00	0.00	140.00
			*** Payment Total			140.00	0.00	140.00
Payment Number 1225551 Payment Date 02/10/26		Vendor 10951	ILCSWMA			Status Issued		

Payment Date Range 02/10/26 thru 02/10/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225551 Payment Date 02/10/26		Vendor 10951	ILCSWMA					Status Issued	
10951	7E31DBE2-0002		IX	100	02/20/26		130.00	0.00	130.00
			*** Payment Total				130.00	0.00	130.00
Payment Number 1225552 Payment Date 02/10/26		Vendor 45800	ILLINOIS FOOD SCRAP &					Status Issued	
45800	26-003		IX	100	02/15/26		150.00	0.00	150.00
			*** Payment Total				150.00	0.00	150.00
Payment Number 1225553 Payment Date 02/10/26		Vendor 10672	ILLINOIS RECYCLING FOUNDATION					Status Issued	
10672	1007		IX	100	02/19/26		245.00	0.00	245.00
			*** Payment Total				245.00	0.00	245.00
Payment Number 1225554 Payment Date 02/10/26		Vendor 13826	JACK'S INC					Status Issued	
13826	95248		IX	100	02/06/26		559.48	0.00	559.48
			*** Payment Total				559.48	0.00	559.48
Payment Number 1225555 Payment Date 02/10/26		Vendor 14258	JOHNSTONE SUPPLY					Status Issued	
14258	5088091		IX	100	02/12/26		985.00	0.00	985.00
			*** Payment Total				985.00	0.00	985.00
Payment Number 1225556 Payment Date 02/10/26		Vendor 25045	KIMBALL MIDWEST					Status Issued	
25045	104078739		IX	100	02/11/26		420.31	0.00	420.31
			*** Payment Total				420.31	0.00	420.31
Payment Number 1225557 Payment Date 02/10/26		Vendor 12101	KONE					Status Issued	
12101	921766292A		IX	100	11/28/25		2,340.00	0.00	2,340.00
			*** Payment Total				2,340.00	0.00	2,340.00
Payment Number 1225558 Payment Date 02/10/26		Vendor 11715	MARQUARDT & HUMES, INC					Status Issued	
11715	5879		IX	100	03/04/26		7,875.00	0.00	7,875.00
			*** Payment Total				7,875.00	0.00	7,875.00
Payment Number 1225559 Payment Date 02/10/26		Vendor 10139	MCMASTER-CARR					Status Issued	
10139	58016946		IX	100	02/12/26		48.35	0.00	48.35
			*** Payment Total				48.35	0.00	48.35
Payment Number 1225560 Payment Date 02/10/26		Vendor 34028	MONARREZ, BRENDA					Status Issued	
34028	EXP20260115		IX	100	02/04/26		60.00	0.00	60.00
			*** Payment Total				60.00	0.00	60.00
Payment Number 1225561 Payment Date 02/10/26		Vendor 10057	NICOR GAS					Status Issued	
10057	12019818058 010526		IX	100	02/04/26		2,166.89	0.00	2,166.89
			*** Payment Total				2,166.89	0.00	2,166.89
Payment Number 1225562 Payment Date 02/10/26		Vendor 39549	ODP BUSINESS SOLUTIONS, LLC					Status Issued	
39549	447627719001		IX	100	12/31/25		16.62	0.00	16.62
39549	448396299001		IX	100	01/01/26		27.57	0.00	27.57
39549	453261631001		IX	100	02/07/26		569.77	0.00	569.77
39549	453269017001		IX	100	02/07/26		9.49	0.00	9.49

Payment Date Range 02/10/26 thru 02/10/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225562 Payment Date 02/10/26		Vendor 39549	ODP BUSINESS SOLUTIONS, LLC					Status Issued	
39549	456704107001		IX	100	02/04/26		66.97	0.00	66.97
39549	456706105001		IX	100	02/04/26		17.62	0.00	17.62
39549	456944808001		IX	100	02/21/26		87.94	0.00	87.94
			*** Payment Total				795.98	0.00	795.98
Payment Number 1225563 Payment Date 02/10/26		Vendor 10749	PARTS TOWN LLC					Status Issued	
10749	2107982665		IX	100	02/11/26		130.26	0.00	130.26
10749	2107982666		IX	100	02/11/26		245.00	0.00	245.00
			*** Payment Total				375.26	0.00	375.26
Payment Number 1225564 Payment Date 02/10/26		Vendor 41351	PRIDE SOLUTIONS, LLC					Status Issued	
41351	275227		IX	100	02/20/26		2,260.64	0.00	2,260.64
			*** Payment Total				2,260.64	0.00	2,260.64
Payment Number 1225565 Payment Date 02/10/26		Vendor 37482	QUENCH USA, INC.					Status Issued	
37482	INV10269448		IX	100	03/09/26		252.12	0.00	252.12
			*** Payment Total				252.12	0.00	252.12
Payment Number 1225566 Payment Date 02/10/26		Vendor 12422	RUSSO POWER EQUIPMENT					Status Issued	
12422	SPI21394601		IX	100	02/11/26		343.93	0.00	343.93
			*** Payment Total				343.93	0.00	343.93
Payment Number 1225567 Payment Date 02/10/26		Vendor 47338	SECURE DATA RECOVERY LLC					Status Issued	
47338	SDR-696170		IX	100	02/20/26		3,361.19	0.00	3,361.19
			*** Payment Total				3,361.19	0.00	3,361.19
Payment Number 1225568 Payment Date 02/10/26		Vendor 18201	SMITH DOBROLINSKY, LISA					Status Issued	
18201	TRV20260112		IX	100	02/11/26		65.00	0.00	65.00
			*** Payment Total				65.00	0.00	65.00
Payment Number 1225569 Payment Date 02/10/26		Vendor 11169	THOMSON REUTERS-WEST					Status Issued	
11169	853144593		IX	100	03/03/26		1,630.97	0.00	1,630.97
			*** Payment Total				1,630.97	0.00	1,630.97
Payment Number 1225570 Payment Date 02/10/26		Vendor 13861	TRANSUNION RISK AND					Status Issued	
13861	382505-202601-1		IX	100	03/03/26		100.00	0.00	100.00
			*** Payment Total				100.00	0.00	100.00
Payment Number 1225571 Payment Date 02/10/26		Vendor 47704	TRICHKOVSKA, ULYANA					Status Issued	
47704	MIL20260108		IX	100	02/06/26		31.62	0.00	31.62
			*** Payment Total				31.62	0.00	31.62
Payment Number 1225572 Payment Date 02/10/26		Vendor 10068	WAREHOUSE DIRECT, INC.					Status Issued	
10068	6089637-0		IX	100	03/07/26		681.88	0.00	681.88
			*** Payment Total				681.88	0.00	681.88

AP255 Date 02/10/26 Pay Group 1000 GENERAL FUND PAY GROUP USD
Time 11:07 Bank Account Payment History

Payment Date Range 02/10/26 thru 02/10/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
		*** Payment Code CHK Total					123,236.61	0.00	123,236.61
		Payment Count					34		
		*** Cash Code 1414 Total					136,773.18	0.00	136,773.18
		Payment Count					48		
		*** Pay Group 1000 USD Total					136,773.18	0.00	136,773.18
		Payment Count					48		

AP255 Date: 02/10/26 JOB SUBMISSION PARAMETERS
Time: 11:07

User Name: DP\FNAXE
Job Name: PMTHISTORY
Step Nbr: 2

Pay Group: 1100
Cash Code: 1414 Class C Accounts Payable

Payment Date: 021026 - 021026
Payment Numbers: -
Payment Code:

Bank Account Payment History

Payment Date Range 02/10/26 thru 02/10/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code ACH

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 538744 Payment Date 02/10/26			Vendor 10579				1ST AYD CORPORATION	Status Issued	
10579	PSI841714		IX	120	02/06/26		140.38	0.00	140.38
			*** Payment Total				140.38	0.00	140.38
Payment Number 538745 Payment Date 02/10/26			Vendor 10674				AIRGAS USA	Status Issued	
10674	5521308768		IX	120	01/30/26		17.10	0.00	17.10
			*** Payment Total				17.10	0.00	17.10
Payment Number 538746 Payment Date 02/10/26			Vendor 26753				AMAZON CAPITAL SERVICES	Status Issued	
26753	1RMF-7VHV-7JQN		IX	120	02/08/26		168.97	0.00	168.97
26753	1WPQ-1RC9-6WJL		IX	120	02/06/26		56.77	0.00	56.77
			*** Payment Total				225.74	0.00	225.74
Payment Number 538747 Payment Date 02/10/26			Vendor 40697				BRINKS INCORPORATED	Status Issued	
40697	13126768		IX	100	03/03/26		380.08	0.00	380.08
			*** Payment Total				380.08	0.00	380.08
Payment Number 538748 Payment Date 02/10/26			Vendor 27908				C.A. SHORT COMPANY	Status Issued	
27908	2723093		IX	140	01/09/26		120.00	0.00	120.00
			*** Payment Total				120.00	0.00	120.00
Payment Number 538749 Payment Date 02/10/26			Vendor 11753				TITAN IMAGE GROUP INC	Status Issued	
11753	63814		IX	170	03/07/26		281.25	0.00	281.25
			*** Payment Total				281.25	0.00	281.25
Payment Number 538750 Payment Date 02/10/26			Vendor 44522				TOSHIBA AMERICA BUSINESS	Status Issued	
44522	6760047		IX	170	03/04/26		534.70	0.00	534.70
			*** Payment Total				534.70	0.00	534.70
		*** Payment Code ACH Total					1,699.25	0.00	1,699.25
		Payment Count					7		

Payment Date Range 02/10/26 thru 02/10/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225573 Payment Date 02/10/26			Vendor 11521		CORVEL CORPORATION			Status Issued	
11521	1968707		IX	102	02/12/26		37.00	0.00	37.00
11521	1968808		IX	102	02/12/26		37.00	0.00	37.00
11521	1970038		IX	102	02/20/26		1,586.00	0.00	1,586.00
11521	1981940		IX	102	02/27/26		37.00	0.00	37.00
11521	1981941		IX	102	02/27/26		969.00	0.00	969.00
11521	1981942		IX	102	02/27/26		195.00	0.00	195.00
11521	1981943		IX	102	02/27/26		195.00	0.00	195.00
11521	1981944		IX	102	02/27/26		195.00	0.00	195.00
11521	1981945		IX	102	02/27/26		195.00	0.00	195.00
11521	1981946		IX	102	02/27/26		195.00	0.00	195.00
11521	1981947		IX	102	02/27/26		1,164.00	0.00	1,164.00
11521	1981948		IX	102	02/27/26		195.00	0.00	195.00
11521	1981949		IX	102	02/27/26		1,164.00	0.00	1,164.00
			*** Payment Total				6,164.00	0.00	6,164.00
Payment Number 1225574 Payment Date 02/10/26			Vendor 19875		EDWARD OCCUPATIONAL HEALTH			Status Issued	
19875	00211164-00		IX	120	01/30/26		325.00	0.00	325.00
			*** Payment Total				325.00	0.00	325.00
Payment Number 1225575 Payment Date 02/10/26			Vendor 11196		FEDEX			Status Issued	
11196	9-107-05668		IX	120	01/16/26		27.07	0.00	27.07
11196	9-116-48234		IX	120	01/23/26		51.75	0.00	51.75
			*** Payment Total				78.82	0.00	78.82
Payment Number 1225576 Payment Date 02/10/26			Vendor 12079		INTERNATIONAL CODE COUNCIL INC			Status Issued	
12079	1002218804		IX	170	02/28/26		240.00	0.00	240.00
			*** Payment Total				240.00	0.00	240.00
Payment Number 1225577 Payment Date 02/10/26			Vendor 44922		JAROG, JAMES			Status Issued	
44922	MIL20251218		IX	170	02/05/26		18.62	0.00	18.62
			*** Payment Total				18.62	0.00	18.62
Payment Number 1225578 Payment Date 02/10/26			Vendor 18753		KARTHOLL, ROBERT			Status Issued	
18753	MIL20251218		IX	170	01/17/26		20.30	0.00	20.30
18753	MIL20260115		IX	170	02/05/26		84.10	0.00	84.10
			*** Payment Total				104.40	0.00	104.40
Payment Number 1225579 Payment Date 02/10/26			Vendor 10375		LOMBARD VETERINARY HOSPITAL			Status Issued	
10375	75073		IX	120	01/16/26		400.00	0.00	400.00
10375	76405		IX	120	01/16/26		400.00	0.00	400.00
10375	76891		IX	120	02/04/26		250.00	0.00	250.00
			*** Payment Total				1,050.00	0.00	1,050.00
Payment Number 1225580 Payment Date 02/10/26			Vendor 47110		MARSH, JORDAN			Status Issued	
47110	101425		IX	102	10/20/25		3,300.33	0.00	3,300.33
			*** Payment Total				3,300.33	0.00	3,300.33
Payment Number 1225581 Payment Date 02/10/26			Vendor 23008		MORAN, DENNIS			Status Issued	

Payment Date Range 02/10/26 thru 02/10/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225581 Payment Date 02/10/26		Vendor 23008		MORAN, DENNIS			Status Issued	
23008	MIL20251218		IX 170	02/05/26		13.44	0.00	13.44
23008	MIL20260115		IX 170	02/05/26		13.92	0.00	13.92
			*** Payment Total			27.36	0.00	27.36
Payment Number 1225582 Payment Date 02/10/26		Vendor 41839		MWI ANIMAL HEALTH			Status Issued	
41839	65459862		IX 120	02/08/26		38.65	0.00	38.65
			*** Payment Total			38.65	0.00	38.65
Payment Number 1225583 Payment Date 02/10/26		Vendor 29452		SCHULTZ, CARL			Status Issued	
29452	MIL20251218		IX 170	02/05/26		13.16	0.00	13.16
29452	MIL20260115		IX 170	02/05/26		27.26	0.00	27.26
			*** Payment Total			40.42	0.00	40.42
			*** Payment Code CHK Total			11,387.60	0.00	11,387.60
			Payment Count			11		
			*** Cash Code 1414 Total			13,086.85	0.00	13,086.85
			Payment Count			18		
			*** Pay Group 1100 USD Total			13,086.85	0.00	13,086.85
			Payment Count			18		

AP255 Date: 02/10/26 JOB SUBMISSION PARAMETERS
Time: 11:07

User Name: DP\FNAXE
Job Name: PMTHISTORY
Step Nbr: 3

Pay Group: 1200
Cash Code: 1414 Class C Accounts Payable

Payment Date: 021026 - 021026
Payment Numbers: -
Payment Code:

Bank Account Payment History

Payment Date Range 02/10/26 thru 02/10/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code ACH

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 538751 Payment Date 02/10/26			Vendor 10674		AIRGAS USA			Status Issued	
10674	9169063177		IX	100	03/07/26		421.20	0.00	421.20
			*** Payment Total				421.20	0.00	421.20
Payment Number 538752 Payment Date 02/10/26			Vendor 26753		AMAZON CAPITAL SERVICES			Status Issued	
26753	1C3W-YD1P-JNPY	-999	IX	100	02/14/26		101.31-	0.00	101.31-
26753	1C3W-YD1P-JNPY 999A			100	02/14/26		101.31	0.00	101.31
26753	1K7P-6R7F-XLP3	-999	IX	100	02/16/26		16.45-	0.00	16.45-
26753	1K7P-6R7F-XLP3 999A			100	02/16/26		16.45	0.00	16.45
26753	1KH3-GFVN-FG41		IX	100	03/05/26		40.39	0.00	40.39
26753	1QKN-7HCL-F16X	-999	IX	100	01/03/26		33.12-	0.00	33.12-
26753	1QKN-7HCL-F16X 999A			100	01/03/26		33.12	0.00	33.12
26753	1T36-FX39-KQ73		IX	100	02/28/26		38.70	0.00	38.70
26753	1VPT-XXL3-VDCL	-999	IX	100	02/21/26		31.57-	0.00	31.57-
26753	1VPT-XXL3-VDCL 999A			100	02/21/26		31.57	0.00	31.57
26753	1Y6Q-YKLK-17JX	-999	IX	100	01/29/26		59.74-	0.00	59.74-
26753	1Y6Q-YKLK-17JX 999A			100	01/29/26		59.74	0.00	59.74
			*** Payment Total				79.09	0.00	79.09
Payment Number 538753 Payment Date 02/10/26			Vendor 12992		BRIGHTSTAR CARE OF DUPAGE/			Status Issued	
12992	IVC00000010016858		IX	100	02/17/26		2,300.50	0.00	2,300.50
12992	IVC00000010034254		IX	100	02/24/26		322.50	0.00	322.50
12992	IVC00000010051449		IX	100	03/03/26		645.00	0.00	645.00
			*** Payment Total				3,268.00	0.00	3,268.00
Payment Number 538754 Payment Date 02/10/26			Vendor 22472		CARDINAL HEALTH 110, LLC			Status Issued	
22472	7458600644		IX	100	03/01/26		65.37	0.00	65.37
22472	7458600647		IX	100	03/01/26		7.40	0.00	7.40
22472	7458600650		IX	100	03/01/26		1,711.61	0.00	1,711.61
22472	7458600655		IX	100	03/01/26		1,305.50	0.00	1,305.50
22472	7458600658		IX	100	03/01/26		10.59	0.00	10.59
22472	7458852597		IX	100	03/04/26		33.38	0.00	33.38
22472	7458852598		IX	100	03/04/26		52.77	0.00	52.77
22472	7458852600		IX	100	03/04/26		850.46	0.00	850.46
22472	7458852602		IX	100	03/04/26		855.13	0.00	855.13
22472	7458852604		IX	100	03/04/26		30.11	0.00	30.11
22472	7458852606		IX	100	03/04/26		38.15	0.00	38.15
22472	7459069931		IX	100	03/05/26		1,100.77	0.00	1,100.77
22472	7459069933		IX	100	03/05/26		3,054.11	0.00	3,054.11
22472	7459069934		IX	100	03/05/26		116.42	0.00	116.42
22472	7459069935		IX	100	03/05/26		18.77	0.00	18.77
22472	7459315279		IX	100	03/06/26		362.55	0.00	362.55
22472	7459315280		IX	100	03/06/26		602.77	0.00	602.77
22472	7459315281		IX	100	03/06/26		52.80	0.00	52.80
22472	7459315282		IX	100	03/06/26		4,351.98	0.00	4,351.98
22472	7459471865		IX	100	03/07/26		300.63	0.00	300.63
22472	7459471866		IX	100	03/07/26		1,541.65	0.00	1,541.65
22472	7459471867		IX	100	03/07/26		40.06	0.00	40.06
22472	7459471868		IX	100	03/07/26		119.66	0.00	119.66

Payment Date Range 02/10/26 thru 02/10/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code ACH

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 538754 Payment Date 02/10/26			Vendor 22472				CARDINAL HEALTH 110, LLC	Status Issued	
22472	7459671795		IX	100	03/08/26		62.22	0.00	62.22
22472	7459671796		IX	100	03/08/26		40.09	0.00	40.09
22472	7459671797		IX	100	03/08/26		981.45	0.00	981.45
22472	7459671799		IX	100	03/08/26		2,477.97	0.00	2,477.97
			*** Payment Total				20,184.37	0.00	20,184.37
Payment Number 538755 Payment Date 02/10/26			Vendor 10667				CDW GOVERNMENT INC	Status Issued	
10667	AH78W7T		IX	100	02/26/26		2,078.83	0.00	2,078.83
10667	AH8A55W		IX	100	02/27/26		1,465.09	0.00	1,465.09
			*** Payment Total				3,543.92	0.00	3,543.92
Payment Number 538756 Payment Date 02/10/26			Vendor 28606				KCI USA INC	Status Issued	
28606	33899148		IX	100	03/02/26		77.28	0.00	77.28
			*** Payment Total				77.28	0.00	77.28
Payment Number 538757 Payment Date 02/10/26			Vendor 37419				NOVASTAFF HEALTHCARE SERVICES	Status Issued	
37419	NS65302		IX	100	02/28/26		9,063.00	0.00	9,063.00
			*** Payment Total				9,063.00	0.00	9,063.00
Payment Number 538758 Payment Date 02/10/26			Vendor 36259				POINTCLICKCARE TECHNOLOGIES	Status Issued	
36259	INV-7236738		IX	100	03/03/26		22,984.91	0.00	22,984.91
			*** Payment Total				22,984.91	0.00	22,984.91
Payment Number 538759 Payment Date 02/10/26			Vendor 44696				MIELE, ANGELO	Status Issued	
44696	020126		IX	100	03/03/26		4,000.00	0.00	4,000.00
			*** Payment Total				4,000.00	0.00	4,000.00
		*** Payment Code ACH Total					63,621.77	0.00	63,621.77
		Payment Count					9		

AP255 Date 02/10/26 Pay Group 1200 HEALTH AND WELFARE PAY GROUP USD
Time 11:08 Bank Account Payment History

Payment Date Range 02/10/26 thru 02/10/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225584 Payment Date 02/10/26		Vendor 37577	ARRUSH INC					Status Issued	
37577	1041		IX	100	03/04/26		757.00	0.00	757.00
			*** Payment Total				757.00	0.00	757.00
Payment Number 1225585 Payment Date 02/10/26		Vendor 11607	EZ WAY INC.					Status Issued	
11607	2114716		IX	100	02/25/26		1,153.40	0.00	1,153.40
			*** Payment Total				1,153.40	0.00	1,153.40
Payment Number 1225586 Payment Date 02/10/26		Vendor 43697	INFRAWARE, INC.					Status Issued	
43697	85948		IX	100	03/02/26		299.86	0.00	299.86
			*** Payment Total				299.86	0.00	299.86
Payment Number 1225587 Payment Date 02/10/26		Vendor 30801	MCKESSON MEDICAL - SURGICAL					Status Issued	
30801	24955482		IX	100	02/25/26		2,985.65	0.00	2,985.65
			*** Payment Total				2,985.65	0.00	2,985.65
Payment Number 1225588 Payment Date 02/10/26		Vendor 37413	MEALSUITE, INC. & SUBS					Status Issued	
37413	SIN032484		IX	100	03/04/26		99.00	0.00	99.00
			*** Payment Total				99.00	0.00	99.00
Payment Number 1225589 Payment Date 02/10/26		Vendor 10299	MEDLINE INDUSTRIES INC					Status Issued	
10299	2406968570		IX	100	02/11/26		888.65	0.00	888.65
10299	2406968570A		IX	100	02/11/26		58.80	0.00	58.80
10299	2407080320		IX	100	02/12/26		66.44	0.00	66.44
10299	2409980573		IX	100	03/02/26		169.86	0.00	169.86
			*** Payment Total				1,183.75	0.00	1,183.75
Payment Number 1225590 Payment Date 02/10/26		Vendor 47307	MEDTEL COMMUNICATIONS, LLC					Status Issued	
47307	MC96939		IX	100	02/19/26		264.44	0.00	264.44
47307	MC97350		IX	100	03/11/26		272.02	0.00	272.02
			*** Payment Total				536.46	0.00	536.46
Payment Number 1225591 Payment Date 02/10/26		Vendor 39742	MOBILEXUSA					Status Issued	
39742	51513238-XRAY		IX	100	03/02/26		302.60	0.00	302.60
			*** Payment Total				302.60	0.00	302.60
Payment Number 1225592 Payment Date 02/10/26		Vendor 39549	ODP BUSINESS SOLUTIONS, LLC					Status Issued	
39549	456997978001		IX	100	02/25/26		66.71	0.00	66.71
			*** Payment Total				66.71	0.00	66.71
Payment Number 1225593 Payment Date 02/10/26		Vendor 44692	PRAIRIE FARMS ROCKFORD					Status Issued	
44692	9094323		IX	100	02/25/26		398.13	0.00	398.13
			*** Payment Total				398.13	0.00	398.13
Payment Number 1225594 Payment Date 02/10/26		Vendor 11800	PULMONARY EXCHANGE LTD					Status Issued	
11800	00101281		IX	100	03/02/26		935.00	0.00	935.00
11800	00101281A		IX	100	03/02/26		800.00	0.00	800.00
			*** Payment Total				1,735.00	0.00	1,735.00

AP255 Date 02/10/26 Pay Group 1200 HEALTH AND WELFARE PAY GROUP USD
Time 11:08 Bank Account Payment History

Payment Date Range 02/10/26 thru 02/10/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225595 Payment Date 02/10/26			Vendor 43749				RCM TECHNOLOGIES INC	Status Issued	
43749	55356		IX	100	02/27/26		262.50	0.00	262.50
43749	55357		IX	100	02/27/26		1,050.00	0.00	1,050.00
		*** Payment Total					1,312.50	0.00	1,312.50
Payment Number 1225596 Payment Date 02/10/26			Vendor 10750				STERICYCLE INC	Status Issued	
10750	8013307271		IX	100	03/02/26		291.20	0.00	291.20
		*** Payment Total					291.20	0.00	291.20
Payment Number 1225597 Payment Date 02/10/26			Vendor 10555				SYSCO FOOD SERVICES-CHICAGO	Status Issued	
10555	824957191		IX	100	02/25/26		3,358.95	0.00	3,358.95
10555	824957193		IX	100	02/25/26		3,147.24	0.00	3,147.24
10555	824975688		IX	100	03/04/26		320.48	0.00	320.48
10555	824982541		IX	100	03/07/26		3,446.92	0.00	3,446.92
10555	824982542		IX	100	03/07/26		107.10	0.00	107.10
10555	824982543		IX	100	03/07/26		601.40	0.00	601.40
10555	824982544		IX	100	03/07/26		5,997.32	0.00	5,997.32
10555	824982545		IX	100	03/07/26		75.72	0.00	75.72
		*** Payment Total					17,055.13	0.00	17,055.13
Payment Number 1225598 Payment Date 02/10/26			Vendor 11694				UNLIMITED ADVACARE INC	Status Issued	
11694	26011665		IX	100	03/02/26		3,536.00	0.00	3,536.00
		*** Payment Total					3,536.00	0.00	3,536.00
Payment Number 1225599 Payment Date 02/10/26			Vendor 39271				WELTER HEALTHCARE PARTNERS	Status Issued	
39271	5332		IX	100	02/08/26		958.94	0.00	958.94
		*** Payment Total					958.94	0.00	958.94
Payment Number 1225600 Payment Date 02/10/26			Vendor 37242				ZIGAS, ELMA B	Status Issued	
37242	EXP20260202		IX	100	02/06/26		50.00	0.00	50.00
		*** Payment Total					50.00	0.00	50.00
		*** Payment Code CHK Total					32,721.33	0.00	32,721.33
		Payment Count					17		
		*** Cash Code 1414 Total					96,343.10	0.00	96,343.10
		Payment Count					26		
		*** Pay Group 1200 USD Total					96,343.10	0.00	96,343.10
		Payment Count					26		

AP255 Date: 02/10/26 JOB SUBMISSION PARAMETERS
Time: 11:08

User Name: DP\FNAXE
Job Name: PMTHISTORY
Step Nbr: 4

Pay Group: 1300
Cash Code: 1414 Class C Accounts Payable

Payment Date: 021026 - 021026
Payment Numbers: -
Payment Code:

Bank Account Payment History

Payment Date Range 02/10/26 thru 02/10/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code ACH

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 538760 Payment Date 02/10/26		Vendor 26753	AMAZON CAPITAL SERVICES					Status Issued	
26753	1DP7-NDVP-H7TM		IX	120	02/09/26		89.14	0.00	89.14
26753	1QX7-CLQ7-QK99		IX	120	02/26/26		29.42	0.00	29.42
		*** Payment Total					118.56	0.00	118.56
Payment Number 538761 Payment Date 02/10/26		Vendor 10401	GALLS, LLC					Status Issued	
10401	031956062		IX	120	08/08/25		7.99	0.00	7.99
		*** Payment Total					7.99	0.00	7.99
		*** Payment Code ACH Total					126.55	0.00	126.55
		Payment Count					2		
		*** Cash Code 1414 Total					126.55	0.00	126.55
		Payment Count					2		
		*** Pay Group 1300 USD Total					126.55	0.00	126.55
		Payment Count					2		

AP255 Date: 02/10/26 JOB SUBMISSION PARAMETERS
Time: 11:08

User Name: DP\FNAXE
Job Name: PMTHISTORY
Step Nbr: 5

Pay Group: 1400
Cash Code: 1414 Class C Accounts Payable

Payment Date: 021026 - 021026
Payment Numbers: -
Payment Code:

Bank Account Payment History

Payment Date Range 02/10/26 thru 02/10/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code ACH

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 538762 Payment Date 02/10/26			Vendor 14161		GRAHAM, KELLY			Status Issued	
14161	011826-012426.PB		IX	130	02/23/26		530.00	0.00	530.00
			*** Payment Total				530.00	0.00	530.00
Payment Number 538763 Payment Date 02/10/26			Vendor 12232		LOGICALIS INC			Status Issued	
12232	S171852		IX	101	03/06/26		20,401.06	0.00	20,401.06
12232	S171855		IX	101	03/06/26		2,175.38	0.00	2,175.38
			*** Payment Total				22,576.44	0.00	22,576.44
Payment Number 538764 Payment Date 02/10/26			Vendor 43493		MOZLEY, DR. MICHAELA			Status Issued	
43493	011726-013126.MM		IX	130	03/02/26		518.10	0.00	518.10
			*** Payment Total				518.10	0.00	518.10
Payment Number 538765 Payment Date 02/10/26			Vendor 27781		PROPIO LS LLC			Status Issued	
27781	0305681225		IX	130	01/30/26		491.40	0.00	491.40
			*** Payment Total				491.40	0.00	491.40
Payment Number 538766 Payment Date 02/10/26			Vendor 37546		RUIZ, JOHANA S			Status Issued	
37546	TRV20260106		IX	130	02/05/26		112.89	0.00	112.89
			*** Payment Total				112.89	0.00	112.89
		*** Payment Code ACH Total					24,228.83	0.00	24,228.83
		Payment Count					5		

Payment Date Range 02/10/26 thru 02/10/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225601 Payment Date 02/10/26		Vendor 19882	A & A CLINICAL COUNSELING					Status Issued	
19882	24JD210DEC&JAN26		IX	130	03/04/26		412.50	0.00	412.50
19882	24JD255DEC&JAN26		IX	130	03/04/26		450.00	0.00	450.00
19882	25JD200DEC&JAN26		IX	130	03/04/26		525.00	0.00	525.00
19882	25JD202DEC&JAN26		IX	130	03/04/26		450.00	0.00	450.00
		*** Payment Total					1,837.50	0.00	1,837.50
Payment Number 1225602 Payment Date 02/10/26		Vendor 10593	AMERICAN PROBATION AND PAROLE					Status Issued	
10593	238965		IX	130	02/04/26		590.00	0.00	590.00
		*** Payment Total					590.00	0.00	590.00
Payment Number 1225603 Payment Date 02/10/26		Vendor 20350	ILATSA					Status Issued	
20350	INV-C4Q6DDXX		IX	130	02/04/26		1,552.53	0.00	1,552.53
20350	INV-RWFXQW3A		IX	130	02/04/26		665.37	0.00	665.37
		*** Payment Total					2,217.90	0.00	2,217.90
Payment Number 1225604 Payment Date 02/10/26		Vendor 13540	KANE COUNTY					Status Issued	
13540	IN000509390		IX	131	01/30/26		17.64	0.00	17.64
13540	JAN-26.DST.KCJJC		IX	131	03/05/26		16,975.00	0.00	16,975.00
		*** Payment Total					16,992.64	0.00	16,992.64
Payment Number 1225605 Payment Date 02/10/26		Vendor 39549	ODP BUSINESS SOLUTIONS, LLC					Status Issued	
39549	450265093001		IX	107	01/03/26		48.66	0.00	48.66
39549	453353360001		IX	107	01/30/26		129.15	0.00	129.15
		*** Payment Total					177.81	0.00	177.81
Payment Number 1225606 Payment Date 02/10/26		Vendor 40616	OXFORD HOUSE - AJANI					Status Issued	
40616	AGR680.RH.1221-0103		IX	130	02/27/26		360.00	0.00	360.00
40616	AGR681.011126-013126		IX	130	03/02/26		540.00	0.00	540.00
		*** Payment Total					900.00	0.00	900.00
Payment Number 1225607 Payment Date 02/10/26		Vendor 18643	WOLD, CARLENE					Status Issued	
18643	MIL20260109		IX	130	02/05/26		120.50	0.00	120.50
		*** Payment Total					120.50	0.00	120.50
		*** Payment Code CHK Total					22,836.35	0.00	22,836.35
		Payment Count					7		
		*** Cash Code 1414 Total					47,065.18	0.00	47,065.18
		Payment Count					12		
		*** Pay Group 1400 USD Total					47,065.18	0.00	47,065.18
		Payment Count					12		

AP255 Date: 02/10/26 JOB SUBMISSION PARAMETERS
Time: 11:08

User Name: DP\FNAXE
Job Name: PMTHISTORY
Step Nbr: 6

Pay Group: 1500
Cash Code: 1414 Class C Accounts Payable

Payment Date: 021026 - 021026
Payment Numbers: -
Payment Code:

Bank Account Payment History

Payment Date Range 02/10/26 thru 02/10/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code ACH

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 538767 Payment Date 02/10/26			Vendor 10674		AIRGAS USA			Status Issued	
10674	9168377856		IX	100	02/14/26		1,374.82	0.00	1,374.82
10674	9168377883		IX	100	02/14/26		353.18	0.00	353.18
10674	9168558943		IX	100	02/20/26		1,123.82	0.00	1,123.82
			*** Payment Total				2,851.82	0.00	2,851.82
Payment Number 538768 Payment Date 02/10/26			Vendor 41480		AL WARREN OIL COMPANY INC			Status Issued	
41480	W1813966		IX	100	02/19/26		846.22	0.00	846.22
41480	W1815037		IX	100	02/22/26		764.10	0.00	764.10
41480	W1817148		IX	100	03/04/26		821.48	0.00	821.48
			*** Payment Total				2,431.80	0.00	2,431.80
Payment Number 538769 Payment Date 02/10/26			Vendor 46632		INTL CYBERNETICS COMPANY, LP			Status Issued	
46632	251231-43		IX	100	01/30/26		8,741.20	0.00	8,741.20
			*** Payment Total				8,741.20	0.00	8,741.20
Payment Number 538770 Payment Date 02/10/26			Vendor 11154		PORTER PIPE & SUPPLY			Status Issued	
11154	13160333-00		IX	100	02/08/26		681.07	0.00	681.07
11154	13160333-01		IX	100	02/08/26		2,515.14	0.00	2,515.14
			*** Payment Total				3,196.21	0.00	3,196.21
		*** Payment Code ACH Total					17,221.03	0.00	17,221.03
		Payment Count					4		

Payment Date Range 02/10/26 thru 02/10/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225608 Payment Date 02/10/26		Vendor 12573	ALEXANDER EQUIPMENT					Status Issued	
12573	222881		IX	100	02/11/26		1,259.90	0.00	1,259.90
12573	222882		IX	100	02/11/26		227.40	0.00	227.40
12573	223211		IX	100	03/01/26		120.65	0.00	120.65
			*** Payment Total				1,607.95	0.00	1,607.95
Payment Number 1225609 Payment Date 02/10/26		Vendor 12382	COMCAST					Status Issued	
12382	877120038055484601242 6		IX	100	02/23/26		295.04	0.00	295.04
			*** Payment Total				295.04	0.00	295.04
Payment Number 1225610 Payment Date 02/10/26		Vendor 20877	COMPASS MINERALS AMERICA					Status Issued	
20877	1616775		IX	100	02/27/26		1,531.19	0.00	1,531.19
			*** Payment Total				1,531.19	0.00	1,531.19
Payment Number 1225611 Payment Date 02/10/26		Vendor 12055	CRYSTAL CLEAN, LLC					Status Issued	
12055	19757336		IX	100	02/11/26		56.25	0.00	56.25
			*** Payment Total				56.25	0.00	56.25
Payment Number 1225612 Payment Date 02/10/26		Vendor 11486	DELUXE TOWING INC					Status Issued	
11486	98513		IX	100	02/25/26		195.00	0.00	195.00
11486	98602		IX	100	02/19/26		215.00	0.00	215.00
11486	98646		IX	100	01/28/26		50.00	0.00	50.00
			*** Payment Total				460.00	0.00	460.00
Payment Number 1225613 Payment Date 02/10/26		Vendor 12770	DULTMEIER SALES DAVENPORT, INC					Status Issued	
12770	4313967		IX	100	02/08/26		68.34	0.00	68.34
12770	4316551		IX	100	02/19/26		102.59	0.00	102.59
12770	4316736		IX	100	02/20/26		2,059.00	0.00	2,059.00
12770	4319580		IX	100	03/04/26		153.08	0.00	153.08
			*** Payment Total				2,383.01	0.00	2,383.01
Payment Number 1225614 Payment Date 02/10/26		Vendor 11196	FEDEX					Status Issued	
11196	9-155-86714		IX	100	02/27/26		63.64	0.00	63.64
			*** Payment Total				63.64	0.00	63.64
Payment Number 1225615 Payment Date 02/10/26		Vendor 12084	HAGGERTY FORD					Status Issued	
12084	3-23028		IX	100	02/16/26		507.60	0.00	507.60
12084	3-23054		IX	100	02/16/26		228.27	0.00	228.27
12084	3-23057		IX	100	02/19/26		159.60	0.00	159.60
12084	3-23077		IX	100	02/20/26		34.27	0.00	34.27
12084	3-23077-B1		IX	100	02/21/26		17.63	0.00	17.63
12084	3-23094		IX	100	02/21/26		323.18	0.00	323.18
			*** Payment Total				1,270.55	0.00	1,270.55
Payment Number 1225616 Payment Date 02/10/26		Vendor 10241	ILLINOIS TOLLWAY					Status Issued	
10241	G123000008252		IX	100	02/07/26		664.80	0.00	664.80
			*** Payment Total				664.80	0.00	664.80
Payment Number 1225617 Payment Date 02/10/26		Vendor 47694	KHAN, LUBNA					Status Issued	

Payment Date Range 02/10/26 thru 02/10/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225617 Payment Date 02/10/26		Vendor 47694	KHAN, LUBNA					Status Issued	
47694	DC202531		IX	100	02/06/26		166.87	0.00	166.87
			*** Payment Total				166.87	0.00	166.87
Payment Number 1225618 Payment Date 02/10/26		Vendor 24397	LAKESIDE INTERNATIONAL LLC					Status Issued	
24397	7306789P		IX	100	02/27/26		557.97	0.00	557.97
			*** Payment Total				557.97	0.00	557.97
Payment Number 1225619 Payment Date 02/10/26		Vendor 10851	MENARDS - WEST CHICAGO					Status Issued	
10851	33484		IX	100	01/29/26		18.98	0.00	18.98
10851	34261		IX	100	02/12/26		622.70	0.00	622.70
10851	34277		IX	100	02/12/26		168.41	0.00	168.41
			*** Payment Total				810.09	0.00	810.09
Payment Number 1225620 Payment Date 02/10/26		Vendor 12025	MSC INDUSTRIAL SUPPLY CO					Status Issued	
12025	89584020		IX	100	02/19/26		1,456.94	0.00	1,456.94
			*** Payment Total				1,456.94	0.00	1,456.94
Payment Number 1225621 Payment Date 02/10/26		Vendor 10055	MURPHY ACE HARDWARE					Status Issued	
10055	957721		IX	100	02/07/26		27.88	0.00	27.88
			*** Payment Total				27.88	0.00	27.88
Payment Number 1225622 Payment Date 02/10/26		Vendor 11213	NAPA AUTO PARTS					Status Issued	
11213	303085		IX	100	02/12/26		31.13	0.00	31.13
11213	303095		IX	100	02/12/26		33.70	0.00	33.70
11213	303305		IX	100	02/14/26		14.22	0.00	14.22
11213	303306		IX	100	02/14/26		28.44	0.00	28.44
11213	303311		IX	100	02/14/26		807.90	0.00	807.90
11213	303382		IX	100	02/15/26		34.44	0.00	34.44
11213	303453		IX	100	02/16/26		2,531.76	0.00	2,531.76
11213	303585		IX	100	02/19/26		21.96	0.00	21.96
11213	303622		IX	100	02/19/26		25.28	0.00	25.28
11213	303710		IX	100	02/20/26		53.96	0.00	53.96
11213	303793		IX	100	02/20/26		317.46	0.00	317.46
11213	303827		IX	100	02/21/26		380.16	0.00	380.16
11213	303851		IX	100	02/21/26		51.06	0.00	51.06
11213	303972		IX	100	02/22/26		10.92	0.00	10.92
			*** Payment Total				4,342.39	0.00	4,342.39
Payment Number 1225623 Payment Date 02/10/26		Vendor 10803	NAPCO STEEL INC.					Status Issued	
10803	485011		IX	100	02/14/26		190.00	0.00	190.00
10803	485012		IX	100	02/14/26		823.00	0.00	823.00
10803	485079		IX	100	02/18/26		150.00	0.00	150.00
10803	485080		IX	100	02/18/26		535.00	0.00	535.00
10803	485142		IX	100	02/21/26		469.00	0.00	469.00
10803	485353		IX	100	03/05/26		40.00	0.00	40.00
10803	485354		IX	100	03/05/26		1,076.00	0.00	1,076.00
10803	485355		IX	100	03/05/26		30.00	0.00	30.00

Payment Date Range 02/10/26 thru 02/10/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225623 Payment Date 02/10/26			Vendor 10803				NAPCO STEEL INC.	Status Issued	
			*** Payment Total				3,313.00	0.00	3,313.00
Payment Number 1225624 Payment Date 02/10/26			Vendor 10363				PRIORITY PRODUCTS INC.	Status Issued	
10363	1026172-001		IX	100	02/21/26		81.64	0.00	81.64
10363	1027199		IX	100	03/05/26		46.66	0.00	46.66
			*** Payment Total				128.30	0.00	128.30
Payment Number 1225625 Payment Date 02/10/26			Vendor 10034				ROYAL PIPE & SUPPLY CO.	Status Issued	
10034	S1645924.001		IX	100	01/18/26		1,840.99	0.00	1,840.99
			*** Payment Total				1,840.99	0.00	1,840.99
Payment Number 1225626 Payment Date 02/10/26			Vendor 11933				SAINT FRANCIS PET CREMATORY	Status Issued	
11933	91587		IX	100	03/02/26		165.00	0.00	165.00
			*** Payment Total				165.00	0.00	165.00
Payment Number 1225627 Payment Date 02/10/26			Vendor 47681				TIMAR, DEBORAH	Status Issued	
47681	DC202533		IX	100	02/06/26		3,200.00	0.00	3,200.00
			*** Payment Total				3,200.00	0.00	3,200.00
Payment Number 1225628 Payment Date 02/10/26			Vendor 19495				UNIVERSITY OF ILLINOIS - CEE	Status Issued	
19495	THE-0126-0538-0531		IX	100	02/20/26		200.00	0.00	200.00
19495	THE-0126-0540-0533		IX	100	02/20/26		275.00	0.00	275.00
19495	THE-0126-0586-0579		IX	100	02/21/26		200.00	0.00	200.00
			*** Payment Total				675.00	0.00	675.00
Payment Number 1225629 Payment Date 02/10/26			Vendor 10597				VERIZON WIRELESS	Status Issued	
10597	6132371203		IX	100	01/31/26		996.28	0.00	996.28
10597	6132371204		IX	100	01/31/26		1,473.39	0.00	1,473.39
			*** Payment Total				2,469.67	0.00	2,469.67
Payment Number 1225630 Payment Date 02/10/26			Vendor 10878				VERMEER-ILLINOIS INC	Status Issued	
10878	E13568		IX	100	02/21/26		139,398.00	0.00	139,398.00
			*** Payment Total				139,398.00	0.00	139,398.00
Payment Number 1225631 Payment Date 02/10/26			Vendor 20304				VILLAGE OF CAROL STREAM	Status Issued	
20304	9592		IX	100	06/11/25		780.60	0.00	780.60
			*** Payment Total				780.60	0.00	780.60
Payment Number 1225632 Payment Date 02/10/26			Vendor 11099				WHOLESALE DIRECT INC	Status Issued	
11099	000277380		IX	100	02/20/26		104.01	0.00	104.01
			*** Payment Total				104.01	0.00	104.01
		*** Payment Code CHK Total					167,769.14	0.00	167,769.14
		Payment Count					25		
		*** Cash Code 1414 Total					184,990.17	0.00	184,990.17
		Payment Count					29		

*** Pay Group 1500 USD Total	184,990.17	0.00	184,990.17
Payment Count	29		

AP255 Date: 02/10/26 JOB SUBMISSION PARAMETERS
Time: 11:08

User Name: DP\FNAXE
Job Name: PMTHISTORY
Step Nbr: 7

Pay Group: 1600
Cash Code: 1414 Class C Accounts Payable

Payment Date: 021026 - 021026
Payment Numbers: -
Payment Code:

AP255 Date 02/10/26 Pay Group 1600 CONSERV & RECREATION PAY GROUP USD
Time 11:08 Bank Account Payment History

Payment Date Range 02/10/26 thru 02/10/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225633 Payment Date 02/10/26			Vendor 10023		COM ED			Status Issued	
10023	7371639000 012226		IX	100	02/21/26		51.07	0.00	51.07
			*** Payment Total				51.07	0.00	51.07
Payment Number 1225634 Payment Date 02/10/26			Vendor 11219		HOME DEPOT CREDIT SERVICES			Status Issued	
11219	8510341		IX	100	02/07/26		116.33	0.00	116.33
			*** Payment Total				116.33	0.00	116.33
Payment Number 1225635 Payment Date 02/10/26			Vendor 39549		ODP BUSINESS SOLUTIONS, LLC			Status Issued	
39549	454981162001		IX	100	02/20/26		82.25	0.00	82.25
			*** Payment Total				82.25	0.00	82.25
		*** Payment Code CHK Total					249.65	0.00	249.65
			Payment Count				3		
		*** Cash Code 1414 Total					249.65	0.00	249.65
			Payment Count				3		
		*** Pay Group 1600 USD Total					249.65	0.00	249.65
			Payment Count				3		

AP255 Date: 02/10/26 JOB SUBMISSION PARAMETERS
Time: 11:08

User Name: DP\FNAXE
Job Name: PMTHISTORY
Step Nbr: 8

Pay Group: 2000
Cash Code: 1414 Class C Accounts Payable

Payment Date: 021026 - 021026
Payment Numbers: -
Payment Code:

Bank Account Payment History

Payment Date Range 02/10/26 thru 02/10/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code ACH

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 538771 Payment Date 02/10/26			Vendor 11424		DUPAGE WATER COMMISSION			Status Issued	
11424	01-0900-00 013126		IX	100	03/02/26		86,066.20	0.00	86,066.20
			*** Payment Total				86,066.20	0.00	86,066.20
Payment Number 538772 Payment Date 02/10/26			Vendor 10124		GRAYBAR			Status Issued	
10124	9351799021		IX	100	02/21/26		24.40	0.00	24.40
			*** Payment Total				24.40	0.00	24.40
Payment Number 538773 Payment Date 02/10/26			Vendor 10549		RED WING BUSINESS ADVANTAGE			Status Issued	
10549	045ST1-3222971		IX	100	02/08/26		191.24	0.00	191.24
			*** Payment Total				191.24	0.00	191.24
		*** Payment Code ACH Total					86,281.84	0.00	86,281.84
		Payment Count					3		

Payment Date Range 02/10/26 thru 02/10/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225636 Payment Date 02/10/26			Vendor 11162				BIOTEK CORPORATION		Status Issued
11162	71046		IX	100	03/01/26		664.75	0.00	664.75
			*** Payment Total				664.75	0.00	664.75
Payment Number 1225637 Payment Date 02/10/26			Vendor 26212				BLAINS FARM & FLEET		Status Issued
26212	BFF-095938		IX	100	03/01/26		189.99	0.00	189.99
			*** Payment Total				189.99	0.00	189.99
Payment Number 1225638 Payment Date 02/10/26			Vendor 39080				BRAD MANNING FORD INC		Status Issued
39080	FOCS163045		IX	100	02/15/26		11,864.41	0.00	11,864.41
			*** Payment Total				11,864.41	0.00	11,864.41
Payment Number 1225639 Payment Date 02/10/26			Vendor 10023				COM ED		Status Issued
10023	6332192000 012726		IX	100	02/26/26		16,167.80	0.00	16,167.80
			*** Payment Total				16,167.80	0.00	16,167.80
Payment Number 1225640 Payment Date 02/10/26			Vendor 11196				FEDEX		Status Issued
11196	9-116-20941		IX	100	01/23/26		44.69	0.00	44.69
			*** Payment Total				44.69	0.00	44.69
Payment Number 1225641 Payment Date 02/10/26			Vendor 10747				ILLINOIS SECTION AMERICAN		Status Issued
10747	200103886		IX	100	03/06/26		112.00	0.00	112.00
			*** Payment Total				112.00	0.00	112.00
Payment Number 1225642 Payment Date 02/10/26			Vendor 15050				JOSEPH J HENDERSON & SON INC		Status Issued
15050	82783		IX	100	01/30/26		611,367.61	0.00	611,367.61
			*** Payment Total				611,367.61	0.00	611,367.61
Payment Number 1225643 Payment Date 02/10/26			Vendor 10851				MENARDS		Status Issued
10851	98288		IX	100	02/27/26		45.96	0.00	45.96
10851	98324		IX	100	02/28/26		65.05	0.00	65.05
			*** Payment Total				111.01	0.00	111.01
Payment Number 1225644 Payment Date 02/10/26			Vendor 10185				NEUCO INC		Status Issued
10185	9457659		IX	100	03/01/26		1,403.92	0.00	1,403.92
			*** Payment Total				1,403.92	0.00	1,403.92
Payment Number 1225645 Payment Date 02/10/26			Vendor 10057				NICOR GAS		Status Issued
10057	48813754107 020526		IX	100	03/07/26		188.71	0.00	188.71
10057	54626010000 012326		IX	100	02/22/26		984.72	0.00	984.72
			*** Payment Total				1,173.43	0.00	1,173.43
Payment Number 1225646 Payment Date 02/10/26			Vendor 12047				NORTHERN SAFETY CO., INC.		Status Issued
12047	907311363		IX	100	01/08/26		722.60	0.00	722.60
12047	907327753		IX	100	01/16/26		91.80	0.00	91.80
			*** Payment Total				814.40	0.00	814.40
Payment Number 1225647 Payment Date 02/10/26			Vendor 39549				ODP BUSINESS SOLUTIONS, LLC		Status Issued
39549	450886765001		IX	100	01/09/26		29.99	0.00	29.99

Bank Account Payment History

Payment Date Range 02/10/26 thru 02/10/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225647 Payment Date 02/10/26			Vendor 39549				ODP BUSINESS SOLUTIONS, LLC	Status Issued	
39549	450887122001		IX	100	01/09/26		28.83	0.00	28.83
39549	450895395001		IX	100	01/09/26		29.99	0.00	29.99
39549	450901236001		IX	100	01/11/26		59.98	0.00	59.98
			*** Payment Total				148.79	0.00	148.79
Payment Number 1225648 Payment Date 02/10/26			Vendor 45643				RENTOKIL NORTH AMERICA INC	Status Issued	
45643	91678825		IX	100	03/03/26		93.64	0.00	93.64
45643	91679400		IX	100	03/03/26		79.63	0.00	79.63
45643	91699604		IX	100	03/03/26		102.04	0.00	102.04
45643	91699606		IX	100	03/03/26		80.82	0.00	80.82
			*** Payment Total				356.13	0.00	356.13
Payment Number 1225649 Payment Date 02/10/26			Vendor 10007				UNITED LABORATORIES	Status Issued	
10007	INV451669		IX	100	01/29/26		3,690.00	0.00	3,690.00
			*** Payment Total				3,690.00	0.00	3,690.00
Payment Number 1225650 Payment Date 02/10/26			Vendor 37581				FAVIA INVESTMENTS LTD	Status Issued	
37581	192649		IX	100	01/07/26		45.95	0.00	45.95
37581	193022		IX	100	02/14/26		602.93	0.00	602.93
			*** Payment Total				648.88	0.00	648.88
Payment Number 1225651 Payment Date 02/10/26			Vendor 19083				VILLAGE OF LOMBARD	Status Issued	
19083	2026-00000401		IX	100	03/07/26		5,311.43	0.00	5,311.43
			*** Payment Total				5,311.43	0.00	5,311.43
		*** Payment Code CHK Total					654,069.24	0.00	654,069.24
		Payment Count					16		
		*** Cash Code 1414 Total					740,351.08	0.00	740,351.08
		Payment Count					19		
	*** Pay Group 2000 USD Total						740,351.08	0.00	740,351.08
		Payment Count					19		

AP255 Date: 02/10/26 JOB SUBMISSION PARAMETERS
Time: 11:09

User Name: DP\FNAXE
Job Name: PMTHISTORY
Step Nbr: 9

Pay Group: 5000
Cash Code: 1414 Class C Accounts Payable

Payment Date: 021026 - 021026
Payment Numbers: -
Payment Code:

Bank Account Payment History

AP255 Date 02/10/26 Pay Group 5000 DUPAGE COUNTY GRANTS PAY GROUP USD Page 1
Time 11:09 Bank Account Payment History

Payment Date Range 02/10/26 thru 02/10/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code ACH

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 538774 Payment Date 02/10/26		Vendor 26753	AMAZON CAPITAL SERVICES					Status Issued	
26753	11PK-VC1G-GKKK		IX	105	02/20/26		219.77	0.00	219.77
26753	1FY7-GJXJ-WVFQ		IX	105	03/08/26		82.50	0.00	82.50
26753	1GRH-66F6-L9GH		IX	101	03/07/26		112.07	0.00	112.07
26753	1TDN-WLNC-HFRH		IX	101	02/26/26		31.78	0.00	31.78
			*** Payment Total				446.12	0.00	446.12
Payment Number 538775 Payment Date 02/10/26		Vendor 19717	DPCO STATE'S ATTY INVEST ACCT					Status Issued	
19717	CK6683		IX	101	02/28/26		25.00	0.00	25.00
			*** Payment Total				25.00	0.00	25.00
Payment Number 538776 Payment Date 02/10/26		Vendor 18801	EVANS, CHRISTINE					Status Issued	
18801	MIL20260105		IX	202	02/04/26		69.96	0.00	69.96
			*** Payment Total				69.96	0.00	69.96
Payment Number 538777 Payment Date 02/10/26		Vendor 46136	GIBSON, LATONYA					Status Issued	
46136	MIL20260102		IX	202	02/06/26		154.43	0.00	154.43
			*** Payment Total				154.43	0.00	154.43
Payment Number 538778 Payment Date 02/10/26		Vendor 14161	GRAHAM, KELLY					Status Issued	
14161	011826-012426.ARI		IX	208	02/23/26		190.00	0.00	190.00
			*** Payment Total				190.00	0.00	190.00
Payment Number 538779 Payment Date 02/10/26		Vendor 42152	HARRIS, JACQUELINE					Status Issued	
42152	MIL20260113		IX	202	02/06/26		47.71	0.00	47.71
			*** Payment Total				47.71	0.00	47.71
Payment Number 538780 Payment Date 02/10/26		Vendor 14166	HEALTHY AIR HEATING & AIR INC					Status Issued	
14166	50186		IX	307	02/26/26		6,675.00	0.00	6,675.00
			*** Payment Total				6,675.00	0.00	6,675.00
Payment Number 538781 Payment Date 02/10/26		Vendor 45597	JOHNSON, RAYMOND W.					Status Issued	
45597	01022026-01142026.RJ		IX	104	02/04/26		480.00	0.00	480.00
45597	12162025-12312025.RJ		IX	104	02/04/26		460.00	0.00	460.00
			*** Payment Total				940.00	0.00	940.00
Payment Number 538782 Payment Date 02/10/26		Vendor 41966	MCLAUGHLIN, LAUREN MAE					Status Issued	
41966	012026-012926.LM		IX	104	02/04/26		700.00	0.00	700.00
			*** Payment Total				700.00	0.00	700.00
Payment Number 538783 Payment Date 02/10/26		Vendor 37414	PATH TO RECOVERY FOUNDATION					Status Issued	
37414	825		IX	104	02/04/26		1,040.00	0.00	1,040.00
			*** Payment Total				1,040.00	0.00	1,040.00
Payment Number 538784 Payment Date 02/10/26		Vendor 44136	ALLIED CONTINENTAL HOLDINGS,					Status Issued	
44136	9802258		IX	104	02/04/26		252.88	0.00	252.88
44136	9802330		IX	104	02/04/26		27.20	0.00	27.20
			*** Payment Total				280.08	0.00	280.08

Payment Date Range 02/10/26 thru 02/10/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code ACH

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 538785 Payment Date 02/10/26			Vendor 17827		SCHVACH, LISA			Status Issued	
17827	EXP20260202A		IX	200	03/04/26		9.99	0.00	9.99
17827	EXP20260204		IX	105	03/06/26		110.00	0.00	110.00
			*** Payment Total				119.99	0.00	119.99
Payment Number 538786 Payment Date 02/10/26			Vendor 28390		VARZINO-BUSSAN, BRITTANY			Status Issued	
28390	MIL20260107		IX	202	02/06/26		106.50	0.00	106.50
			*** Payment Total				106.50	0.00	106.50
Payment Number 538787 Payment Date 02/10/26			Vendor 45128		WEBB, NICOLAS			Status Issued	
45128	MIL20260108		IX	105	02/06/26		50.61	0.00	50.61
			*** Payment Total				50.61	0.00	50.61
		*** Payment Code ACH Total					10,845.40	0.00	10,845.40
		Payment Count					14		

Payment Date Range 02/10/26 thru 02/10/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225652 Payment Date 02/10/26		Vendor 12969	ACCURATE BIOMETRICS INC					Status Issued	
12969	189252601		IX	105	03/02/26		43.00	0.00	43.00
			*** Payment Total				43.00	0.00	43.00
Payment Number 1225653 Payment Date 02/10/26		Vendor 22598	BENEDETTI KINDER CARE					Status Issued	
22598	DHS-1760-26-2959		IX	209	03/05/26		716.75	0.00	716.75
			*** Payment Total				716.75	0.00	716.75
Payment Number 1225654 Payment Date 02/10/26		Vendor 37264	TRUJILLO, BENITA					Status Issued	
37264	INV-011		IX	101	01/19/26		1,500.00	0.00	1,500.00
			*** Payment Total				1,500.00	0.00	1,500.00
Payment Number 1225655 Payment Date 02/10/26		Vendor 13449	CARE FOR SOUL INC					Status Issued	
13449	#01, 02/05/2026		IX	101	03/07/26		1,848.00	0.00	1,848.00
			*** Payment Total				1,848.00	0.00	1,848.00
Payment Number 1225656 Payment Date 02/10/26		Vendor 10959	CITY OF NAPERVILLE					Status Issued	
10959	8464767		IX	101	02/05/26		754.00	0.00	754.00
			*** Payment Total				754.00	0.00	754.00
Payment Number 1225657 Payment Date 02/10/26		Vendor 11467	CITY OF ST. CHARLES					Status Issued	
11467	245558		IX	101	03/06/26		286.00	0.00	286.00
			*** Payment Total				286.00	0.00	286.00
Payment Number 1225658 Payment Date 02/10/26		Vendor 10023	COM ED					Status Issued	
10023	6433143000 012926		IX	105	02/28/26		757.84	0.00	757.84
			*** Payment Total				757.84	0.00	757.84
Payment Number 1225659 Payment Date 02/10/26		Vendor 25857	COMMUNITY ACTION PARTNERSHIP					Status Issued	
25857	22521		IX	101	02/05/26		399.00	0.00	399.00
			*** Payment Total				399.00	0.00	399.00
Payment Number 1225660 Payment Date 02/10/26		Vendor 19161	DUPAGE COUNTY HEALTH					Status Issued	
19161	JU 20902		IX	104	03/07/26		3,354.16	0.00	3,354.16
			*** Payment Total				3,354.16	0.00	3,354.16
Payment Number 1225661 Payment Date 02/10/26		Vendor 43695	FLORES, RACHAEL					Status Issued	
43695	MIL20260105		IX	202	02/06/26		97.44	0.00	97.44
			*** Payment Total				97.44	0.00	97.44
Payment Number 1225662 Payment Date 02/10/26		Vendor 26848	LEMON PRESS PRINTING					Status Issued	
26848	2021498		IX	105	02/10/26		49.50	0.00	49.50
			*** Payment Total				49.50	0.00	49.50
Payment Number 1225663 Payment Date 02/10/26		Vendor 47705	LUSSNIG, ROBERT					Status Issued	
47705	MIL20260108		IX	105	02/10/26		13.63	0.00	13.63
			*** Payment Total				13.63	0.00	13.63
Payment Number 1225664 Payment Date 02/10/26		Vendor 45805	MAKINENI, SHARMILA					Status Issued	

AP255 Date 02/10/26 Pay Group 5000 DUPAGE COUNTY GRANTS PAY GROUP USD Page 4
Time 11:09 Bank Account Payment History

Payment Date Range 02/10/26 thru 02/10/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225664 Payment Date 02/10/26			Vendor 45805				MAKINENI, SHARMILA	Status Issued	
45805	IACAA-1675-26-2951		IX	101	02/22/26		2,000.00	0.00	2,000.00
			*** Payment Total				2,000.00	0.00	2,000.00
Payment Number 1225665 Payment Date 02/10/26			Vendor 22004				MEDTEC HEALTHCARE & PRIVATE	Status Issued	
22004	0002 020526		IX	101	03/07/26		1,003.15	0.00	1,003.15
			*** Payment Total				1,003.15	0.00	1,003.15
Payment Number 1225666 Payment Date 02/10/26			Vendor 32022				MUSGRAVE, SYDNEY M.	Status Issued	
32022	MIL20260120		IX	202	02/06/26		28.42	0.00	28.42
			*** Payment Total				28.42	0.00	28.42
Payment Number 1225667 Payment Date 02/10/26			Vendor 45110				ORTEGA, JENNIFER	Status Issued	
45110	MIL20260105		IX	202	02/06/26		13.70	0.00	13.70
			*** Payment Total				13.70	0.00	13.70
Payment Number 1225668 Payment Date 02/10/26			Vendor 47708				PRITCHARD, ALETHEA	Status Issued	
47708	MIL20260108		IX	105	02/10/26		13.63	0.00	13.63
			*** Payment Total				13.63	0.00	13.63
Payment Number 1225669 Payment Date 02/10/26			Vendor 44680				SOTTILE, JOSEPH	Status Issued	
44680	MIL20260106		IX	202	02/06/26		300.01	0.00	300.01
			*** Payment Total				300.01	0.00	300.01
Payment Number 1225670 Payment Date 02/10/26			Vendor 47700				TAGGART, MARQUITA	Status Issued	
47700	245556		IX	101	02/05/26		1,013.00	0.00	1,013.00
			*** Payment Total				1,013.00	0.00	1,013.00
Payment Number 1225671 Payment Date 02/10/26			Vendor 45968				YANEZ SAUCEDO, ROSA	Status Issued	
45968	V26661-1		IX	105	02/04/26		115.75	0.00	115.75
			*** Payment Total				115.75	0.00	115.75
		*** Payment Code CHK Total					14,306.98	0.00	14,306.98
			Payment Count				20		
		*** Cash Code 1414 Total					25,152.38	0.00	25,152.38
			Payment Count				34		
		*** Pay Group 5000 USD Total					25,152.38	0.00	25,152.38
			Payment Count				34		

AP255 Date: 02/10/26 JOB SUBMISSION PARAMETERS
Time: 11:10

User Name: DP\FNAXE
Job Name: PMTHISTORY
Step Nbr: 12

Pay Group: 7000
Cash Code: 1414 Class C Accounts Payable

Payment Date: 021026 - 021026
Payment Numbers: -
Payment Code:

AP255 Date 02/10/26 Pay Group 7000 DEBT SERVICE PAY GROUP USD Page 1
Time 11:10 Bank Account Payment History

Payment Date Range 02/10/26 thru 02/10/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225672 Payment Date 02/10/26		Vendor 11855			U.S. BANK			Status Issued	
11855	8053094	IX 218			02/22/26		2,875.00	0.00	2,875.00
			*** Payment Total				2,875.00	0.00	2,875.00
			*** Payment Code CHK Total				2,875.00	0.00	2,875.00
			Payment Count				1		
			*** Cash Code 1414 Total				2,875.00	0.00	2,875.00
			Payment Count				1		
			*** Pay Group 7000 USD Total				2,875.00	0.00	2,875.00
			Payment Count				1		

AP255 Date: 02/10/26 JOB SUBMISSION PARAMETERS
Time: 11:10

User Name: DP\FNAXE
Job Name: PMTHISTORY
Step Nbr: 14

Pay Group: 8700
Cash Code: 1414 Class C Accounts Payable

Payment Date: 021026 - 021026
Payment Numbers: -
Payment Code:

Bank Account Payment History

Payment Date Range 02/10/26 thru 02/10/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225673 Payment Date 02/10/26			Vendor 20877		COMPASS MINERALS AMERICA			Status Issued	
20877 1578384			IX	404	01/05/26		6,359.77	0.00	6,359.77
20877 1599086			IX	408	02/05/26		8,978.30	0.00	8,978.30
20877 1600269			IX	408	02/06/26		4,326.68	0.00	4,326.68
			*** Payment Total				19,664.75	0.00	19,664.75
		*** Payment Code CHK Total					19,664.75	0.00	19,664.75
			Payment Count				1		
		*** Cash Code 1414 Total					19,664.75	0.00	19,664.75
			Payment Count				1		
		*** Pay Group 8700 USD Total					19,664.75	0.00	19,664.75
			Payment Count				1		

Payment of Claims

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

File #: 26-0754 **Agenda Date:** 2/24/2026 **Agenda #:** 8.E.

AP255 Date: 02/13/26 JOB SUBMISSION PARAMETERS
Time: 11:20

User Name: DP\FNAXE
Job Name: PMTHISTORY
Step Nbr: 1

Pay Group: 1000
Cash Code: 1414 Class C Accounts Payable

Payment Date: 021326 - 021326
Payment Numbers: -
Payment Code:

Bank Account Payment History

Payment Date Range 02/13/26 thru 02/13/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code ACH

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 538788 Payment Date 02/13/26			Vendor 26753		AMAZON CAPITAL SERVICES			Status Issued	
26753	11DF-VH3T-7JPX		IX	100	03/12/26		40.85	0.00	40.85
26753	19M7-VGYL-9GFG		IX	100	02/27/26		15.91	0.00	15.91
26753	1DN7-HTJL-7W3W		IX	100	03/07/26		31.71	0.00	31.71
26753	1FWX-R9YH-39MF		IX	100	02/11/26		166.03	0.00	166.03
26753	1GRH-7HLN-W1GN		IX	100	03/13/26		44.94	0.00	44.94
26753	1VMQ-C331-9H4N		IX	100	03/11/26		185.61	0.00	185.61
26753	1VN9-LH9M-6KHL		IX	100	01/22/26		4.95	0.00	4.95
26753	1YW4-FGVD-JJYT		IX	100	03/09/26		17.99	0.00	17.99
			*** Payment Total				507.99	0.00	507.99
Payment Number 538789 Payment Date 02/13/26			Vendor 12819		CARAHSOFT TECHNOLOGY			Status Issued	
12819	62076162INV		IX	100	03/11/26		29,235.71	0.00	29,235.71
			*** Payment Total				29,235.71	0.00	29,235.71
Payment Number 538790 Payment Date 02/13/26			Vendor 47583		CASTILLO, ILIANA			Status Issued	
47583	020426 021026		IX	100	03/14/26		680.00	0.00	680.00
			*** Payment Total				680.00	0.00	680.00
Payment Number 538791 Payment Date 02/13/26			Vendor 10667		CDW GOVERNMENT INC			Status Issued	
10667	AH8247E		IX	100	03/05/26		974.93	0.00	974.93
			*** Payment Total				974.93	0.00	974.93
Payment Number 538792 Payment Date 02/13/26			Vendor 10157		GRAINGER			Status Issued	
10157	9726221022		IX	100	12/30/25		211.00	0.00	211.00
10157	9782676234		IX	100	02/22/26		618.56	0.00	618.56
10157	9783654255		IX	100	02/25/26		1,063.57	0.00	1,063.57
10157	9783654263		IX	100	02/25/26		186.96	0.00	186.96
10157	9784003379		IX	100	02/25/26		772.71	0.00	772.71
			*** Payment Total				2,852.80	0.00	2,852.80
Payment Number 538793 Payment Date 02/13/26			Vendor 19499		LANGUAGE LINK			Status Issued	
19499	322152		IX	100	03/03/26		83.34	0.00	83.34
			*** Payment Total				83.34	0.00	83.34
Payment Number 538794 Payment Date 02/13/26			Vendor 47646		LYNCH, MICHAEL			Status Issued	
47646	020426 021026		IX	100	03/14/26		20.00	0.00	20.00
			*** Payment Total				20.00	0.00	20.00
Payment Number 538795 Payment Date 02/13/26			Vendor 28996		NASER, EVA Y			Status Issued	
28996	791		IX	100	03/04/26		262.35	0.00	262.35
28996	792		IX	100	03/06/26		362.35	0.00	362.35
28996	793		IX	100	03/08/26		262.35	0.00	262.35
			*** Payment Total				887.05	0.00	887.05
Payment Number 538796 Payment Date 02/13/26			Vendor 11154		PORTER PIPE & SUPPLY			Status Issued	
11154	13170472-00		IX	100	02/21/26		36.10	0.00	36.10
			*** Payment Total				36.10	0.00	36.10

Payment Date Range 02/13/26 thru 02/13/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code ACH

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 538797 Payment Date 02/13/26			Vendor 10141		PRCO			Status Issued	
10141	24669R		IX	100	02/25/26		419.00	0.00	419.00
10141	XI13508		IX	100	10/08/25		310.00	0.00	310.00
			*** Payment Total				729.00	0.00	729.00
Payment Number 538798 Payment Date 02/13/26			Vendor 12313		SULLIVAN, ANTHONY			Status Issued	
12313	020426 021026		IX	100	02/12/26		620.00	0.00	620.00
			*** Payment Total				620.00	0.00	620.00
Payment Number 538799 Payment Date 02/13/26			Vendor 44522		TOSHIBA AMERICA BUSINESS			Status Issued	
44522	6759116		IX	100	03/04/26		286.42	0.00	286.42
44522	6759707		IX	100	03/04/26		1,175.70	0.00	1,175.70
44522	6759708		IX	100	03/04/26		1,022.25	0.00	1,022.25
44522	6759733		IX	100	03/04/26		173.19	0.00	173.19
44522	6760046		IX	100	03/04/26		1,747.82	0.00	1,747.82
			*** Payment Total				4,405.38	0.00	4,405.38
Payment Number 538800 Payment Date 02/13/26			Vendor 30797		TRINITY SERVICES GROUP INC			Status Issued	
30797	3023000416		IX	100	03/01/26		31,176.18	0.00	31,176.18
30797	3023000417		IX	100	03/08/26		31,586.70	0.00	31,586.70
			*** Payment Total				62,762.88	0.00	62,762.88
Payment Number 538801 Payment Date 02/13/26			Vendor 29895		WELLSPRING CLOUD SOLUTIONS LLC			Status Issued	
29895	14930		IX	100	03/09/26		405.80	0.00	405.80
			*** Payment Total				405.80	0.00	405.80
		*** Payment Code ACH Total					104,200.98	0.00	104,200.98
		Payment Count					14		

Payment Date Range 02/13/26 thru 02/13/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225676 Payment Date 02/13/26		Vendor 19712				DPCO SHERIFF EXTRADITION ACCT		Status Issued	
19712	CK10373		IX	100	03/04/26		192.00	0.00	192.00
			*** Payment Total				192.00	0.00	192.00
Payment Number 1225677 Payment Date 02/13/26		Vendor 10671				ALPHAGRAPHICS		Status Issued	
10671	187420		IX	100	02/25/26		34.99	0.00	34.99
			*** Payment Total				34.99	0.00	34.99
Payment Number 1225678 Payment Date 02/13/26		Vendor 47095				AMN HEALTHCARE LANGUAGE		Status Issued	
47095	SIN783241		IX	100	03/08/26		379.04	0.00	379.04
			*** Payment Total				379.04	0.00	379.04
Payment Number 1225679 Payment Date 02/13/26		Vendor 10008				AT&T		Status Issued	
10008	0195571114		IX	100	03/03/26		1,900.30	0.00	1,900.30
			*** Payment Total				1,900.30	0.00	1,900.30
Payment Number 1225680 Payment Date 02/13/26		Vendor 10009				AT&T MOBILITY		Status Issued	
10009	287303454712X01082026		IX	100	01/30/26		336.17	0.00	336.17
10009	287352263653X02082026		IX	100	03/02/26		50.64	0.00	50.64
10009	287352264504X01082026A		IX	100	01/30/26		3,228.76	0.00	3,228.76
			*** Payment Total				3,615.57	0.00	3,615.57
Payment Number 1225681 Payment Date 02/13/26		Vendor 19422				B & H PHOTO-VIDEO		Status Issued	
19422	239938627		IX	100	01/09/26		1,349.00	0.00	1,349.00
19422	240577316		IX	100	01/28/26		137.00	0.00	137.00
			*** Payment Total				1,486.00	0.00	1,486.00
Payment Number 1225682 Payment Date 02/13/26		Vendor 22598				BENEDETTI KINDER CARE		Status Issued	
22598	FSS-1000-1750-26-2960		IX	100	03/05/26		771.60	0.00	771.60
			*** Payment Total				771.60	0.00	771.60
Payment Number 1225683 Payment Date 02/13/26		Vendor 41438				BLACKHAWK SUPPLY		Status Issued	
41438	147051		IX	100	02/26/26		713.15	0.00	713.15
			*** Payment Total				713.15	0.00	713.15
Payment Number 1225684 Payment Date 02/13/26		Vendor 45717				BLAKELY, HEIDI		Status Issued	
45717	EXP20260128		IX	100	02/05/26		47.26	0.00	47.26
			*** Payment Total				47.26	0.00	47.26
Payment Number 1225685 Payment Date 02/13/26		Vendor 11624				BUILDERS CHICAGO CORPORATION		Status Issued	
11624	94473		IX	100	02/14/26		357.50	0.00	357.50
			*** Payment Total				357.50	0.00	357.50
Payment Number 1225686 Payment Date 02/13/26		Vendor 30806				CAMIC, CATHERINE		Status Issued	
30806	MIL20260128		IX	100	02/09/26		18.56	0.00	18.56
			*** Payment Total				18.56	0.00	18.56
Payment Number 1225687 Payment Date 02/13/26		Vendor 24442				CAR-X TIRE AND AUTO		Status Issued	
24442	FSS-1000-1750-26-2948		IX	100	02/06/26		783.88	0.00	783.88

Payment Date Range 02/13/26 thru 02/13/26
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Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225687 Payment Date 02/13/26			Vendor 24442				CAR-X TIRE AND AUTO	Status Issued	
			*** Payment Total				783.88	0.00	783.88
Payment Number 1225688 Payment Date 02/13/26			Vendor 10019				CENTRAL DUPAGE HOSPITAL	Status Issued	
10019	19351908800		IX	100	02/17/26		3,691.80	0.00	3,691.80
10019	19351949100		IX	100	02/17/26		486.90	0.00	486.90
			*** Payment Total				4,178.70	0.00	4,178.70
Payment Number 1225689 Payment Date 02/13/26			Vendor 27228				CENTRAL DUPAGE EMERGENCY PHYS	Status Issued	
27228	CDEP126708C114		IX	100	01/16/26		121.28	0.00	121.28
27228	CDEP127287C116		IX	100	01/20/26		121.28	0.00	121.28
27228	CDEP127834C116		IX	100	01/22/26		49.16	0.00	49.16
27228	CDEP128713C116		IX	100	01/27/26		121.28	0.00	121.28
27228	CDEP128985C116		IX	100	01/28/26		83.69	0.00	83.69
27228	CDEP129486C117		IX	100	01/31/26		121.28	0.00	121.28
27228	CDEPO3564C3283		IX	100	01/29/26		121.97	0.00	121.97
			*** Payment Total				739.94	0.00	739.94
Payment Number 1225690 Payment Date 02/13/26			Vendor 10074				CITY OF WHEATON	Status Issued	
10074	17257 010626		IX	100	02/05/26		4,080.00	0.00	4,080.00
10074	37753 010626		IX	100	02/05/26		255.00	0.00	255.00
			*** Payment Total				4,335.00	0.00	4,335.00
Payment Number 1225691 Payment Date 02/13/26			Vendor 10074				CITY OF WHEATON	Status Issued	
10074	321-021227A		IX	100	01/16/26		2,422.14	0.00	2,422.14
10074	321-021228A		IX	100	01/16/26		2,422.14	0.00	2,422.14
10074	321-021245A		IX	100	01/20/26		2,422.14	0.00	2,422.14
			*** Payment Total				7,266.42	0.00	7,266.42
Payment Number 1225692 Payment Date 02/13/26			Vendor 12382				COMCAST	Status Issued	
12382	262865826		IX	100	03/03/26		1,375.00	0.00	1,375.00
			*** Payment Total				1,375.00	0.00	1,375.00
Payment Number 1225693 Payment Date 02/13/26			Vendor 47044				COOK COUNTY SHERIFF'S POLICE	Status Issued	
47044	26-1		IX	100	03/12/26		10,725.00	0.00	10,725.00
			*** Payment Total				10,725.00	0.00	10,725.00
Payment Number 1225694 Payment Date 02/13/26			Vendor 19875				EDWARD OCCUPATIONAL HEALTH	Status Issued	
19875	00212426-00		IX	100	03/02/26		407.00	0.00	407.00
			*** Payment Total				407.00	0.00	407.00
Payment Number 1225695 Payment Date 02/13/26			Vendor 47642				MANDEL, ELLIOT R.	Status Issued	
47642	2601		IX	100	02/06/26		250.00	0.00	250.00
			*** Payment Total				250.00	0.00	250.00
Payment Number 1225696 Payment Date 02/13/26			Vendor 41573				FACILITY GATEWAY CORPORATION	Status Issued	
41573	245366		IX	100	02/12/26		1,833.86	0.00	1,833.86
			*** Payment Total				1,833.86	0.00	1,833.86

Payment Date Range 02/13/26 thru 02/13/26
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Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225697 Payment Date 02/13/26			Vendor 42804				FBI-LEEDA INC.	Status Issued	
42804	200142688		IX	100	02/28/26		795.00	0.00	795.00
42804	200142846		IX	100	03/04/26		795.00	0.00	795.00
			*** Payment Total				1,590.00	0.00	1,590.00
Payment Number 1225698 Payment Date 02/13/26			Vendor 47707				RODRIGUEZ, JACLYN ANN JACKSON	Status Issued	
47707	18		IX	100	02/02/26		1,500.00	0.00	1,500.00
			*** Payment Total				1,500.00	0.00	1,500.00
Payment Number 1225699 Payment Date 02/13/26			Vendor 43169				FORTRESS PLUS SOLUTIONS	Status Issued	
43169	26HG124		IX	100	02/27/26		26,305.93	0.00	26,305.93
			*** Payment Total				26,305.93	0.00	26,305.93
Payment Number 1225700 Payment Date 02/13/26			Vendor 30498				HEARTLAND BUSINESS SYSTEMS	Status Issued	
30498	859050-H		IX	100	02/27/26		3,190.66	0.00	3,190.66
30498	859201-H		IX	100	02/27/26		2,000.00	0.00	2,000.00
			*** Payment Total				5,190.66	0.00	5,190.66
Payment Number 1225701 Payment Date 02/13/26			Vendor 12044				INSTITUTIONAL EYE CARE, LLC	Status Issued	
12044	147563		IX	100	03/02/26		43.80	0.00	43.80
			*** Payment Total				43.80	0.00	43.80
Payment Number 1225702 Payment Date 02/13/26			Vendor 11692				LANGUAGE LINE SERVICES	Status Issued	
11692	11837266		IX	100	02/12/26		139.81	0.00	139.81
			*** Payment Total				139.81	0.00	139.81
Payment Number 1225703 Payment Date 02/13/26			Vendor 47590				LINCOLN PARK GROUP LLC	Status Issued	
47590	548		IX	100	03/04/26		8,000.00	0.00	8,000.00
			*** Payment Total				8,000.00	0.00	8,000.00
Payment Number 1225704 Payment Date 02/13/26			Vendor 20794				MIDWEST ENVIRONMENTAL	Status Issued	
20794	25-01317		IX	100	01/21/26		2,500.00	0.00	2,500.00
			*** Payment Total				2,500.00	0.00	2,500.00
Payment Number 1225705 Payment Date 02/13/26			Vendor 39742				MOBILEXUSA	Status Issued	
39742	51526350-XRAY		IX	100	03/02/26		1,195.00	0.00	1,195.00
			*** Payment Total				1,195.00	0.00	1,195.00
Payment Number 1225706 Payment Date 02/13/26			Vendor 39742				MOBILEXUSA	Status Issued	
39742	51526351-ULTRASOUND		IX	100	03/02/26		684.00	0.00	684.00
			*** Payment Total				684.00	0.00	684.00
Payment Number 1225707 Payment Date 02/13/26			Vendor 22125				NORTHWESTERN MEDICAL FACULTY	Status Issued	
22125	P832104430		IX	100	02/01/26		5.70	0.00	5.70
22125	P832182260		IX	100	02/02/26		45.71	0.00	45.71
22125	P833930140		IX	100	02/07/26		80.36	0.00	80.36
22125	P835190960		IX	100	02/05/26		71.40	0.00	71.40
			*** Payment Total				203.17	0.00	203.17

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Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225708 Payment Date 02/13/26		Vendor 19217	CENTRAL DUPAGE PHYSICIAN GROUP				Status Issued		
19217	P832104460		IX	100	02/02/26		145.50	0.00	145.50
19217	P832182210		IX	100	02/03/26		80.36	0.00	80.36
19217	P832182250		IX	100	02/03/26		80.36	0.00	80.36
19217	P832542400		IX	100	02/04/26		80.36	0.00	80.36
19217	P832542410		IX	100	02/01/26		145.50	0.00	145.50
19217	P832542450		IX	100	02/02/26		53.41	0.00	53.41
19217	P832542490		IX	100	02/04/26		80.36	0.00	80.36
19217	P832944360		IX	100	02/05/26		80.36	0.00	80.36
19217	P833462420		IX	100	02/06/26		77.02	0.00	77.02
19217	P833930070		IX	100	01/31/26		182.90	0.00	182.90
19217	P833930220		IX	100	02/07/26		80.36	0.00	80.36
19217	P833930280		IX	100	02/01/26		67.13	0.00	67.13
19217	P833930340		IX	100	02/06/26		80.36	0.00	80.36
19217	P833930350		IX	100	02/06/26		121.97	0.00	121.97
19217	P834387550		IX	100	02/08/26		80.36	0.00	80.36
19217	P834387710		IX	100	02/08/26		77.02	0.00	77.02
		*** Payment Total					1,513.33	0.00	1,513.33
Payment Number 1225709 Payment Date 02/13/26		Vendor 39549	ODP BUSINESS SOLUTIONS, LLC				Status Issued		
39549	455019209001		IX	100	02/04/26		109.90	0.00	109.90
		*** Payment Total					109.90	0.00	109.90
Payment Number 1225710 Payment Date 02/13/26		Vendor 29508	OKUNSKAYA, TATIANA				Status Issued		
29508	2026 #19		IX	100	03/07/26		182.04	0.00	182.04
29508	2026 #20		IX	100	03/08/26		182.04	0.00	182.04
29508	2026 #21		IX	100	03/11/26		222.04	0.00	222.04
		*** Payment Total					586.12	0.00	586.12
Payment Number 1225711 Payment Date 02/13/26		Vendor 10369	PADDOCK PUBLICATIONS INC				Status Issued		
10369	231406 020226		IX	100	03/04/26		1,024.40	0.00	1,024.40
		*** Payment Total					1,024.40	0.00	1,024.40
Payment Number 1225712 Payment Date 02/13/26		Vendor 22218	PARK PLACE TECHNOLOGIES LLC				Status Issued		
22218	PUSA10090201891		IX	100	02/17/26		12,465.84	0.00	12,465.84
		*** Payment Total					12,465.84	0.00	12,465.84
Payment Number 1225713 Payment Date 02/13/26		Vendor 31698	RADWELL INTERNATIONAL, INC.				Status Issued		
31698	36133505		IX	100	02/13/26		278.92	0.00	278.92
31698	36133508		IX	100	02/19/26		730.80	0.00	730.80
		*** Payment Total					1,009.72	0.00	1,009.72
Payment Number 1225714 Payment Date 02/13/26		Vendor 10540	SECRETARY OF STATE				Status Issued		
10540	DZ62168 2026		IX	100	02/10/26		151.00	0.00	151.00
		*** Payment Total					151.00	0.00	151.00
Payment Number 1225715 Payment Date 02/13/26		Vendor 10540	SECRETARY OF STATE				Status Issued		
10540	GC60008 2026		IX	100	02/10/26		165.00	0.00	165.00

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Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225715 Payment Date 02/13/26			Vendor 10540				SECRETARY OF STATE	Status Issued	
			*** Payment Total				165.00	0.00	165.00
Payment Number 1225716 Payment Date 02/13/26			Vendor 10540				SECRETARY OF STATE	Status Issued	
10540	GC75721 2026		IX	100	02/10/26		165.00	0.00	165.00
			*** Payment Total				165.00	0.00	165.00
Payment Number 1225717 Payment Date 02/13/26			Vendor 28607				SENTRY AIR SYSTEMS INC	Status Issued	
28607	84448		IX	100	03/13/26		274.34	0.00	274.34
			*** Payment Total				274.34	0.00	274.34
Payment Number 1225718 Payment Date 02/13/26			Vendor 26479				SHERIFF ADMINISTRATIVE ACCOUNT	Status Issued	
26479	CK10242		IX	100	03/05/26		99.95	0.00	99.95
26479	CK10243		IX	100	03/01/26		2,210.45	0.00	2,210.45
			*** Payment Total				2,310.40	0.00	2,310.40
Payment Number 1225719 Payment Date 02/13/26			Vendor 14389				SHI INTERNATIONAL CORP	Status Issued	
14389	B20659612		IX	100	01/30/26		34,588.80	0.00	34,588.80
			*** Payment Total				34,588.80	0.00	34,588.80
Payment Number 1225720 Payment Date 02/13/26			Vendor 32899				STATEWIDE PUBLISHING, LLC	Status Issued	
32899	961803-20		IX	100	03/13/26		90.00	0.00	90.00
			*** Payment Total				90.00	0.00	90.00
Payment Number 1225721 Payment Date 02/13/26			Vendor 10750				STERICYCLE INC	Status Issued	
10750	8013306808		IX	100	03/02/26		650.00	0.00	650.00
			*** Payment Total				650.00	0.00	650.00
Payment Number 1225722 Payment Date 02/13/26			Vendor 43087				STERN, CAITLYN	Status Issued	
43087	MIL20260130		IX	100	02/04/26		22.84	0.00	22.84
			*** Payment Total				22.84	0.00	22.84
Payment Number 1225723 Payment Date 02/13/26			Vendor 40928				STREICHER'S, INC.	Status Issued	
40928	I1806378		IX	100	02/22/26		318.00	0.00	318.00
40928	I1806379		IX	100	02/22/26		318.00	0.00	318.00
40928	I1806380		IX	100	02/22/26		318.00	0.00	318.00
40928	I1806382		IX	100	02/22/26		318.00	0.00	318.00
40928	I1806383		IX	100	02/22/26		342.00	0.00	342.00
40928	I1806384		IX	100	02/22/26		342.00	0.00	342.00
40928	I1806385		IX	100	02/22/26		342.00	0.00	342.00
40928	I1806386		IX	100	02/22/26		342.00	0.00	342.00
40928	I1806387		IX	100	02/22/26		342.00	0.00	342.00
40928	I1806388		IX	100	02/22/26		342.00	0.00	342.00
			*** Payment Total				3,324.00	0.00	3,324.00
Payment Number 1225724 Payment Date 02/13/26			Vendor 30382				T-MOBILE USA, INC.	Status Issued	
30382	L2601270060		IX	100	02/26/26		165.00	0.00	165.00
			*** Payment Total				165.00	0.00	165.00

Payment Date Range 02/13/26 thru 02/13/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225725 Payment Date 02/13/26		Vendor 41435			THE 100 CLUB OF ILLINOIS		Status Issued	
41435	2626		IX 100	03/13/26		900.00	0.00	900.00
			*** Payment Total			900.00	0.00	900.00
Payment Number 1225726 Payment Date 02/13/26		Vendor 23412			THE BOELTER COMPANIES, INC		Status Issued	
23412	9100026071		IX 100	03/11/26		837.22	0.00	837.22
			*** Payment Total			837.22	0.00	837.22
Payment Number 1225727 Payment Date 02/13/26		Vendor 45155			THOMPSON, SHANITA		Status Issued	
45155	TRV20251208		IX 100	02/02/26		1,994.13	0.00	1,994.13
			*** Payment Total			1,994.13	0.00	1,994.13
Payment Number 1225728 Payment Date 02/13/26		Vendor 32034			TIRANNO LLC		Status Issued	
32034	226 020526		IX 100	03/07/26		5,750.00	0.00	5,750.00
			*** Payment Total			5,750.00	0.00	5,750.00
Payment Number 1225729 Payment Date 02/13/26		Vendor 43511			US GAS		Status Issued	
43511	472162		IX 100	03/08/26		1,820.00	0.00	1,820.00
			*** Payment Total			1,820.00	0.00	1,820.00
Payment Number 1225730 Payment Date 02/13/26		Vendor 30290			WE TYPE LLC		Status Issued	
30290	DP260201		IX 100	03/08/26		517.73	0.00	517.73
			*** Payment Total			517.73	0.00	517.73
Payment Number 1225731 Payment Date 02/13/26		Vendor 12471			WINFIELD LABORATORY		Status Issued	
12471	WLCP0000001118651E		IX 100	01/17/26		4.69	0.00	4.69
			*** Payment Total			4.69	0.00	4.69
Payment Number 1225732 Payment Date 02/13/26		Vendor 10144			ZONE IV CLERKS AND RECORDERS		Status Issued	
10144	021026 CC		IX 100	03/12/26		50.00	0.00	50.00
			*** Payment Total			50.00	0.00	50.00
		*** Payment Code CHK Total				159,252.60	0.00	159,252.60
		Payment Count				57		
		*** Cash Code 1414 Total				263,453.58	0.00	263,453.58
		Payment Count				71		
		*** Pay Group 1000 USD Total				263,453.58	0.00	263,453.58
		Payment Count				71		

AP255 Date: 02/13/26 JOB SUBMISSION PARAMETERS
Time: 11:22

User Name: DP\FNAXE
Job Name: PMTHISTORY
Step Nbr: 2

Pay Group: 1100
Cash Code: 1414 Class C Accounts Payable

Payment Date: 021326 - 021326
Payment Numbers: -
Payment Code:

Bank Account Payment History

Payment Date Range 02/13/26 thru 02/13/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code ACH

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 538802 Payment Date 02/13/26			Vendor 10579				1ST AYD CORPORATION	Status Issued	
10579	PSI843148		IX	120	02/12/26		98.00	0.00	98.00
			*** Payment Total				98.00	0.00	98.00
Payment Number 538803 Payment Date 02/13/26			Vendor 26753				AMAZON CAPITAL SERVICES	Status Issued	
26753	1776-CMMV-Q3JV		IX	120	02/13/26		902.19	0.00	902.19
26753	1M9F-RT99-CKXV		IX	120	02/15/26		27.00	0.00	27.00
			*** Payment Total				929.19	0.00	929.19
Payment Number 538804 Payment Date 02/13/26			Vendor 10337				ENVIRONMENTAL SYSTEMS RESEARCH	Status Issued	
10337	900189345		IX	140	03/05/26		206,595.00	0.00	206,595.00
			*** Payment Total				206,595.00	0.00	206,595.00
Payment Number 538805 Payment Date 02/13/26			Vendor 11067				FOX VALLEY FIRE & SAFETY	Status Issued	
11067	IN00824104		IX	120	01/11/26		38.00	0.00	38.00
11067	IN00825101		IX	120	01/17/26		385.00	0.00	385.00
			*** Payment Total				423.00	0.00	423.00
Payment Number 538806 Payment Date 02/13/26			Vendor 46763				PAWS AND CLAWS ANIMAL HOSPITAL	Status Issued	
46763	913		IX	120	02/08/26		400.00	0.00	400.00
46763	934		IX	120	02/11/26		200.00	0.00	200.00
			*** Payment Total				600.00	0.00	600.00
Payment Number 538807 Payment Date 02/13/26			Vendor 44522				TOSHIBA AMERICA BUSINESS	Status Issued	
44522	6740479		IX	120	02/07/26		266.67	0.00	266.67
			*** Payment Total				266.67	0.00	266.67
		*** Payment Code ACH Total					208,911.86	0.00	208,911.86
		Payment Count					6		

Payment Date Range 02/13/26 thru 02/13/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225733 Payment Date 02/13/26		Vendor 10009	AT&T MOBILITY					Status Issued	
10009	287305618495X01082026		IX	120	01/30/26		647.05	0.00	647.05
10009	287352264504X01082026		IX	105	01/30/26		45.55	0.00	45.55
		*** Payment Total					692.60	0.00	692.60
Payment Number 1225734 Payment Date 02/13/26		Vendor 32620	CHEM-WISE ECOLOGICAL PEST					Status Issued	
32620	1427628		IX	120	01/27/26		50.00	0.00	50.00
		*** Payment Total					50.00	0.00	50.00
Payment Number 1225735 Payment Date 02/13/26		Vendor 10074	CITY OF WHEATON					Status Issued	
10074	0034070100 011526		IX	120	02/14/26		330.24	0.00	330.24
		*** Payment Total					330.24	0.00	330.24
Payment Number 1225736 Payment Date 02/13/26		Vendor 46208	CONSTANGY, BROOKS, SMITH &					Status Issued	
46208	57551011		IX	102	10/08/25		3,055.00	0.00	3,055.00
46208	57562726		IX	102	01/07/26		1,722.50	0.00	1,722.50
		*** Payment Total					4,777.50	0.00	4,777.50
Payment Number 1225737 Payment Date 02/13/26		Vendor 39918	COVETRUS NORTH AMERICA					Status Issued	
39918	ET32894		IX	120	02/22/26		962.59	0.00	962.59
39918	ET33991		IX	120	02/22/26		80.62	0.00	80.62
39918	ET43844		IX	120	02/25/26		465.14	0.00	465.14
39918	ET51956		IX	120	02/26/26		369.34	0.00	369.34
39918	ET76341		IX	120	02/28/26		37.75	0.00	37.75
39918	ET93218		IX	120	03/01/26		802.37	0.00	802.37
		*** Payment Total					2,717.81	0.00	2,717.81
Payment Number 1225738 Payment Date 02/13/26		Vendor 26978	GOVOS, INC.					Status Issued	
26978	INV-12265		IX	130	02/21/26		1,700.00	0.00	1,700.00
		*** Payment Total					1,700.00	0.00	1,700.00
Payment Number 1225739 Payment Date 02/13/26		Vendor 27954	GROOT, INC					Status Issued	
27954	15861425T107		IX	120	03/03/26		89.56	0.00	89.56
		*** Payment Total					89.56	0.00	89.56
Payment Number 1225740 Payment Date 02/13/26		Vendor 11778	HILL'S PET NUTRITION SALES INC					Status Issued	
11778	255923855		IX	120	02/19/26		46.32	0.00	46.32
11778	255923861		IX	120	02/19/26		595.67	0.00	595.67
		*** Payment Total					641.99	0.00	641.99
Payment Number 1225741 Payment Date 02/13/26		Vendor 12079	INTERNATIONAL CODE COUNCIL INC					Status Issued	
12079	1002226815		IX	170	03/12/26		240.00	0.00	240.00
		*** Payment Total					240.00	0.00	240.00
Payment Number 1225742 Payment Date 02/13/26		Vendor 10647	MADDOCK INDUSTRIES					Status Issued	
10647	92825INV		IX	120	02/14/26		838.41	0.00	838.41
		*** Payment Total					838.41	0.00	838.41
Payment Number 1225743 Payment Date 02/13/26		Vendor 13975	MIDWEST VETERINARY SUPPLY INC					Status Issued	

Payment Date Range 02/13/26 thru 02/13/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225743 Payment Date 02/13/26			Vendor 13975				MIDWEST VETERINARY SUPPLY INC	Status Issued	
13975	27504530-000		IX	120	02/19/26		267.17	0.00	267.17
			*** Payment Total				267.17	0.00	267.17
Payment Number 1225744 Payment Date 02/13/26			Vendor 10369				PADDOCK PUBLICATIONS INC	Status Issued	
10369	367191		IX	170	03/04/26		105.80	0.00	105.80
			*** Payment Total				105.80	0.00	105.80
Payment Number 1225745 Payment Date 02/13/26			Vendor 10313				PRIMO BRANDS	Status Issued	
10313	06B6703021254		IX	140	03/14/26		9.49	0.00	9.49
			*** Payment Total				9.49	0.00	9.49
Payment Number 1225746 Payment Date 02/13/26			Vendor 10065				SUBURBAN BUILDING	Status Issued	
10065	1321		IX	170	03/13/26		1,200.00	0.00	1,200.00
10065	1322		IX	170	03/13/26		1,050.00	0.00	1,050.00
10065	1324		IX	170	03/13/26		750.00	0.00	750.00
10065	1325		IX	170	03/13/26		1,200.00	0.00	1,200.00
			*** Payment Total				4,200.00	0.00	4,200.00
Payment Number 1225747 Payment Date 02/13/26			Vendor 22532				UNIVERSITY OF ILLINOIS	Status Issued	
22532	IV:26021:0218		IX	120	02/21/26		72.00	0.00	72.00
22532	IV:26022:0096		IX	120	02/22/26		72.00	0.00	72.00
22532	IV:26022:0102		IX	120	02/22/26		72.00	0.00	72.00
22532	IV:26022:0105		IX	120	02/22/26		72.00	0.00	72.00
			*** Payment Total				288.00	0.00	288.00
Payment Number 1225748 Payment Date 02/13/26			Vendor 10037				WHEATON SANITARY DISTRICT	Status Issued	
10037	036667-000 012626		IX	120	02/25/26		215.99	0.00	215.99
			*** Payment Total				215.99	0.00	215.99
Payment Number 1225749 Payment Date 02/13/26			Vendor 46131				WOOD DALE PHARMACY LLC	Status Issued	
46131	102546		IX	120	02/26/26		59.65	0.00	59.65
			*** Payment Total				59.65	0.00	59.65
		*** Payment Code CHK Total					17,224.21	0.00	17,224.21
			Payment Count				17		
		*** Cash Code 1414 Total					226,136.07	0.00	226,136.07
			Payment Count				23		
		*** Pay Group 1100 USD Total					226,136.07	0.00	226,136.07
			Payment Count				23		

AP255 Date: 02/13/26 JOB SUBMISSION PARAMETERS
Time: 11:23

User Name: DP\FNAXE
Job Name: PMTHISTORY
Step Nbr: 3

Pay Group: 1200
Cash Code: 1414 Class C Accounts Payable

Payment Date: 021326 - 021326
Payment Numbers: -
Payment Code:

Bank Account Payment History

Payment Date Range 02/13/26 thru 02/13/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code ACH

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 538808 Payment Date 02/13/26		Vendor 10674	AIRGAS USA					Status Issued	
10674	9169041044		IX	100	03/08/26		819.54	0.00	819.54
10674	9169145920		IX	100	03/11/26		351.00	0.00	351.00
		*** Payment Total					1,170.54	0.00	1,170.54
Payment Number 538809 Payment Date 02/13/26		Vendor 26753	AMAZON CAPITAL SERVICES					Status Issued	
26753	1RT4-DRTQ-9NXY		IX	100	03/12/26		115.20	0.00	115.20
26753	1WXN-C4PW-9QYQ		IX	100	03/12/26		116.22	0.00	116.22
		*** Payment Total					231.42	0.00	231.42
Payment Number 538810 Payment Date 02/13/26		Vendor 37419	NOVASTAFF HEALTHCARE SERVICES					Status Issued	
37419	NS65309		IX	100	03/08/26		6,830.50	0.00	6,830.50
		*** Payment Total					6,830.50	0.00	6,830.50
		*** Payment Code ACH Total					8,232.46	0.00	8,232.46
		Payment Count					3		

Payment Date Range 02/13/26 thru 02/13/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225750 Payment Date 02/13/26		Vendor 31832	ACCELERATED CARE PLUS LEASING					Status Issued	
31832	2188469		IX	100	03/12/26		747.07	0.00	747.07
			*** Payment Total				747.07	0.00	747.07
Payment Number 1225751 Payment Date 02/13/26		Vendor 38093	ALPHA BAKING COMPANY					Status Issued	
38093	260010034020		IX	100	03/05/26		185.88	0.00	185.88
38093	260010036012		IX	100	03/07/26		202.46	0.00	202.46
38093	260010037019		IX	100	03/08/26		159.24	0.00	159.24
38093	260010038017		IX	100	03/09/26		88.86	0.00	88.86
38093	260010040012		IX	100	03/11/26		46.89	0.00	46.89
38093	260010041020		IX	100	03/12/26		216.66	0.00	216.66
			*** Payment Total				899.99	0.00	899.99
Payment Number 1225752 Payment Date 02/13/26		Vendor 10008	AT&T					Status Issued	
10008	630665656302 2026		IX	100	03/06/26		447.35	0.00	447.35
			*** Payment Total				447.35	0.00	447.35
Payment Number 1225753 Payment Date 02/13/26		Vendor 10009	AT&T MOBILITY					Status Issued	
10009	287310519682X02082026		IX	100	03/02/26		1,671.33	0.00	1,671.33
			*** Payment Total				1,671.33	0.00	1,671.33
Payment Number 1225754 Payment Date 02/13/26		Vendor 20485	BENNETT, MICHILYN LITTLE-BROWN					Status Issued	
20485	EXP20251226		IX	100	02/11/26		50.00	0.00	50.00
			*** Payment Total				50.00	0.00	50.00
Payment Number 1225755 Payment Date 02/13/26		Vendor 10019	CENTRAL DUPAGE HOSPITAL					Status Issued	
10019	18677460300		IX	100	12/14/25		544.57	0.00	544.57
			*** Payment Total				544.57	0.00	544.57
Payment Number 1225756 Payment Date 02/13/26		Vendor 10074	CITY OF WHEATON					Status Issued	
10074	118128		IX	100	02/05/26		255.00	0.00	255.00
			*** Payment Total				255.00	0.00	255.00
Payment Number 1225757 Payment Date 02/13/26		Vendor 19875	EDWARD OCCUPATIONAL HEALTH					Status Issued	
19875	00212424-00C		IX	100	03/02/26		396.00	0.00	396.00
			*** Payment Total				396.00	0.00	396.00
Payment Number 1225758 Payment Date 02/13/26		Vendor 11477	MANAGED HEALTH CARE ASSOCIATES					Status Issued	
11477	INV-MHA-139443		IX	100	01/07/26		2,508.00	0.00	2,508.00
11477	INV-MHA-139445		IX	100	01/07/26		1,872.00	0.00	1,872.00
			*** Payment Total				4,380.00	0.00	4,380.00
Payment Number 1225759 Payment Date 02/13/26		Vendor 40979	MBS IMAGING, LLC					Status Issued	
40979	DCCW1023		IX	100	01/30/26		90.00	0.00	90.00
40979	DCCW1024		IX	100	03/02/26		90.00	0.00	90.00
			*** Payment Total				180.00	0.00	180.00
Payment Number 1225760 Payment Date 02/13/26		Vendor 30801	MCKESSON MEDICAL - SURGICAL					Status Issued	
30801	24961463		IX	100	02/26/26		136.70	0.00	136.70

Payment Date Range 02/13/26 thru 02/13/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225760 Payment Date 02/13/26			Vendor 30801				MCKESSON MEDICAL - SURGICAL	Status Issued	
30801	24999699		IX	100	03/05/26		222.46	0.00	222.46
			*** Payment Total				359.16	0.00	359.16
Payment Number 1225761 Payment Date 02/13/26			Vendor 44693				MCMAHON FOOD CORPORATION	Status Issued	
44693	0000024509		IX	100	03/08/26		661.00	0.00	661.00
			*** Payment Total				661.00	0.00	661.00
Payment Number 1225762 Payment Date 02/13/26			Vendor 10299				MEDLINE INDUSTRIES INC	Status Issued	
10299	2411464580		IX	100	03/12/26		989.44	0.00	989.44
			*** Payment Total				989.44	0.00	989.44
Payment Number 1225763 Payment Date 02/13/26			Vendor 39549				ODP BUSINESS SOLUTIONS, LLC	Status Issued	
39549	451277307001		IX	100	01/10/26		116.65	0.00	116.65
			*** Payment Total				116.65	0.00	116.65
Payment Number 1225764 Payment Date 02/13/26			Vendor 38749				PERFORMANCE FOODSERVICE	Status Issued	
38749	6143036		IX	100	03/05/26		743.65	0.00	743.65
38749	6143384		IX	100	03/05/26		58.47	0.00	58.47
38749	6149010		IX	100	03/12/26		602.29	0.00	602.29
			*** Payment Total				1,404.41	0.00	1,404.41
Payment Number 1225765 Payment Date 02/13/26			Vendor 11409				PROFESSIONAL MEDICAL INC	Status Issued	
11409	2600909		IX	100	03/08/26		812.96	0.00	812.96
			*** Payment Total				812.96	0.00	812.96
Payment Number 1225766 Payment Date 02/13/26			Vendor 43749				RCM TECHNOLOGIES INC	Status Issued	
43749	56468R		IX	100	03/02/26		1,662.50	0.00	1,662.50
			*** Payment Total				1,662.50	0.00	1,662.50
Payment Number 1225767 Payment Date 02/13/26			Vendor 10555				SYSCO FOOD SERVICES-CHICAGO	Status Issued	
10555	124A7563M		IX	100	03/07/26		28.61	0.00	28.61
10555	124B1160Z		IX	100	02/13/26		32.81	0.00	32.81
10555	124B1237Z		IX	100	02/15/26		123.29	0.00	123.29
10555	124B1273Z		IX	100	02/19/26		79.63	0.00	79.63
10555	824957195		IX	100	02/25/26		392.41	0.00	392.41
10555	824963463		IX	100	02/28/26		173.26	0.00	173.26
10555	824975696A		IX	100	03/04/26		250.89	0.00	250.89
10555	824975697A		IX	100	03/04/26		126.14	0.00	126.14
10555	824982546		IX	100	03/07/26		4,132.96	0.00	4,132.96
10555	824982547		IX	100	03/07/26		167.08	0.00	167.08
10555	824982548		IX	100	03/07/26		154.36	0.00	154.36
10555	824982549		IX	100	02/09/26		1,312.76	0.00	1,312.76
10555	824982550		IX	100	03/07/26		60.05	0.00	60.05
10555	824982551		IX	100	03/07/26		134.93	0.00	134.93
10555	824982552		IX	100	03/07/26		96.24	0.00	96.24
10555	824982553		IX	100	03/07/26		24.53	0.00	24.53
10555	824986274		IX	100	03/09/26		120.02	0.00	120.02
10555	824991553		IX	100	03/11/26		86.90	0.00	86.90

AP255 Date 02/13/26 Pay Group 1200 HEALTH AND WELFARE PAY GROUP USD Page 4
Time 11:23 Bank Account Payment History

Payment Date Range 02/13/26 thru 02/13/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225767 Payment Date 02/13/26			Vendor 10555		SYSCO FOOD SERVICES-CHICAGO			Status Issued	
10555	824991554		IX	100	03/11/26		129.30	0.00	129.30
10555	824991555		IX	100	03/11/26		587.01	0.00	587.01
10555	824991556		IX	100	03/11/26		349.74	0.00	349.74
10555	824991557		IX	100	03/11/26		150.84	0.00	150.84
10555	824991558		IX	100	03/11/26		58.94	0.00	58.94
10555	824991559		IX	100	03/11/26		2,489.27	0.00	2,489.27
10555	824991560		IX	100	03/11/26		45.94	0.00	45.94
10555	824991561		IX	100	03/11/26		3,111.87	0.00	3,111.87
10555	824991562		IX	100	03/11/26		77.00	0.00	77.00
10555	824991563		IX	100	03/11/26		158.10	0.00	158.10
10555	824991564		IX	100	03/11/26		32.73	0.00	32.73
10555	824991565		IX	100	03/11/26		186.50	0.00	186.50
10555	824991982		IX	100	03/12/26		55.45	0.00	55.45
10555	824994339		IX	100	03/13/26		16.26	0.00	16.26
10555	824994391		IX	100	03/13/26		29.68	0.00	29.68
10555	824994412		IX	100	03/13/26		53.17	0.00	53.17
10555	824994439		IX	100	03/13/26		46.14	0.00	46.14
			*** Payment Total				15,074.81	0.00	15,074.81
Payment Number 1225768 Payment Date 02/13/26			Vendor 11772		ULINE			Status Issued	
11772	203577320		IX	100	03/01/26		661.10	0.00	661.10
11772	203747420		IX	100	03/06/26		506.12	0.00	506.12
			*** Payment Total				1,167.22	0.00	1,167.22
		*** Payment Code CHK Total					31,819.46	0.00	31,819.46
			Payment Count				19		
		*** Cash Code 1414 Total					40,051.92	0.00	40,051.92
			Payment Count				22		
		*** Pay Group 1200 USD Total					40,051.92	0.00	40,051.92
			Payment Count				22		

AP255 Date: 02/13/26 JOB SUBMISSION PARAMETERS
Time: 11:23

User Name: DP\FNAXE
Job Name: PMTHISTORY
Step Nbr: 4

Pay Group: 1300
Cash Code: 1414 Class C Accounts Payable

Payment Date: 021326 - 021326
Payment Numbers: -
Payment Code:

Bank Account Payment History

AP255 Date 02/13/26 Pay Group 1300 PUBLIC SAFETY PAY GROUP USD Page 1
Time 11:23 Bank Account Payment History

Payment Date Range 02/13/26 thru 02/13/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code ACH

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 538811 Payment Date 02/13/26		Vendor 11210			BOND, DICKSON & ASSOCIATES PC			Status Issued	
11210 20626		IX 103			03/06/26		4,476.00	0.00	4,476.00
			*** Payment Total				4,476.00	0.00	4,476.00
			*** Payment Code ACH Total				4,476.00	0.00	4,476.00
					Payment Count		1		

Payment Date Range 02/13/26 thru 02/13/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225769 Payment Date 02/13/26			Vendor 20752				FIRST NATIONAL BANK OF OMAHA	Status Issued	
20752	8913 013026		IX	120	03/01/26		68.57	0.00	68.57
20752	8913 013026A		IX	120	03/01/26		248.20	0.00	248.20
		*** Payment Total					316.77	0.00	316.77
Payment Number 1225770 Payment Date 02/13/26			Vendor 12630				ILLINOIS ASSOCIATION OF	Status Issued	
12630	00496		IX	120	12/18/25		50.00	0.00	50.00
		*** Payment Total					50.00	0.00	50.00
Payment Number 1225771 Payment Date 02/13/26			Vendor 18241				MCELLIGOTT, HILARY S	Status Issued	
18241	EXP20251231		IX	120	01/30/26		1,519.00	0.00	1,519.00
		*** Payment Total					1,519.00	0.00	1,519.00
Payment Number 1225772 Payment Date 02/13/26			Vendor 10750				STERICYCLE INC	Status Issued	
10750	8013306817		IX	120	03/02/26		99.84	0.00	99.84
		*** Payment Total					99.84	0.00	99.84
		*** Payment Code CHK Total					1,985.61	0.00	1,985.61
		Payment Count					4		
		*** Cash Code 1414 Total					6,461.61	0.00	6,461.61
		Payment Count					5		
		*** Pay Group 1300 USD Total					6,461.61	0.00	6,461.61
		Payment Count					5		

AP255 Date: 02/13/26 JOB SUBMISSION PARAMETERS
Time: 11:23

User Name: DP\FNAXE
Job Name: PMTHISTORY
Step Nbr: 6

Pay Group: 1500
Cash Code: 1414 Class C Accounts Payable

Payment Date: 021326 - 021326
Payment Numbers: -
Payment Code:

Bank Account Payment History

Payment Date Range 02/13/26 thru 02/13/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code ACH

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 538812 Payment Date 02/13/26		Vendor 26753	AMAZON CAPITAL SERVICES					Status Issued	
26753	17DC-LRGY-C1W6		IX	100	03/04/26		56.00	0.00	56.00
26753	1KTD-91ND-DH1M		IX	100	02/28/26		55.81	0.00	55.81
26753	1QYQ-4NYW-4Q7T		IX	100	03/04/26		19.99	0.00	19.99
		*** Payment Total					131.80	0.00	131.80
Payment Number 538813 Payment Date 02/13/26		Vendor 12733	COLLINS ENGINEERS, INC					Status Issued	
12733	7093-07 WO4 FINAL		IX	101	03/06/26		3,212.14	0.00	3,212.14
12733	7093-14 WO3 FINAL		IX	101	03/06/26		2,674.76	0.00	2,674.76
		*** Payment Total					5,886.90	0.00	5,886.90
Payment Number 538814 Payment Date 02/13/26		Vendor 10352	MONROE TRUCK EQUIPMENT INC					Status Issued	
10352	60357		IX	100	02/27/26		1,364.30	0.00	1,364.30
		*** Payment Total					1,364.30	0.00	1,364.30
Payment Number 538815 Payment Date 02/13/26		Vendor 23350	PARSONS TRANSPORTATION GROUP					Status Issued	
23350	7438-06 WO1		IX	100	02/26/26		1,353.94	0.00	1,353.94
23350	7438-06 WO2		IX	100	02/26/26		1,857.94	0.00	1,857.94
		*** Payment Total					3,211.88	0.00	3,211.88
		*** Payment Code ACH Total					10,594.88	0.00	10,594.88
		Payment Count					4		

Payment Date Range 02/13/26 thru 02/13/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225773 Payment Date 02/13/26		Vendor 40962	A M AUTO GLASS AND TINTED					Status Issued	
40962	41694		IX	100	02/12/26		560.00	0.00	560.00
40962	41767		IX	100	02/14/26		765.00	0.00	765.00
40962	42048		IX	100	03/04/26		485.00	0.00	485.00
40962	42060		IX	100	03/07/26		925.00	0.00	925.00
			*** Payment Total				2,735.00	0.00	2,735.00
Payment Number 1225774 Payment Date 02/13/26		Vendor 10008	AT&T					Status Issued	
10008	630372418601 2026		IX	100	02/15/26		48.84	0.00	48.84
10008	630462996501 2026		IX	100	02/15/26		59.65	0.00	59.65
10008	630653192101 2026		IX	100	02/21/26		63.31	0.00	63.31
10008	630653650501 2026		IX	100	02/21/26		62.71	0.00	62.71
10008	630737063501 2026		IX	100	02/12/26		59.67	0.00	59.67
10008	630752072001 2026		IX	100	02/18/26		59.65	0.00	59.65
10008	630916659401 2026		IX	100	02/27/26		48.83	0.00	48.83
			*** Payment Total				402.66	0.00	402.66
Payment Number 1225775 Payment Date 02/13/26		Vendor 11624	BUILDERS CHICAGO CORPORATION					Status Issued	
11624	94332		IX	100	01/18/26		700.00	0.00	700.00
			*** Payment Total				700.00	0.00	700.00
Payment Number 1225776 Payment Date 02/13/26		Vendor 11888	CHAMPION PACKAGING					Status Issued	
11888	668610		IX	100	03/12/26		2,410.08	0.00	2,410.08
			*** Payment Total				2,410.08	0.00	2,410.08
Payment Number 1225777 Payment Date 02/13/26		Vendor 10959	CITY OF NAPERVILLE					Status Issued	
10959	232329-154708 011926		IX	100	02/11/26		146.11	0.00	146.11
10959	232329-154710 012626		IX	100	02/11/26		207.63	0.00	207.63
10959	232329-154712 012026		IX	100	02/11/26		157.22	0.00	157.22
			*** Payment Total				510.96	0.00	510.96
Payment Number 1225778 Payment Date 02/13/26		Vendor 10074	CITY OF WHEATON					Status Issued	
10074	0034080000 011526		IX	100	02/14/26		419.77	0.00	419.77
10074	0034080200 011526		IX	100	02/14/26		143.93	0.00	143.93
10074	0034090000 011526		IX	100	02/14/26		378.63	0.00	378.63
10074	2024003900 011526		IX	100	02/14/26		376.30	0.00	376.30
			*** Payment Total				1,318.63	0.00	1,318.63
Payment Number 1225779 Payment Date 02/13/26		Vendor 10023	COM ED					Status Issued	
10023	1760187000 011626		IX	100	02/15/26		7,423.78	0.00	7,423.78
10023	4126012222 011626		IX	100	02/15/26		446.97	0.00	446.97
10023	6770332000 011326		IX	100	02/12/26		115.11	0.00	115.11
10023	6853352222 011626		IX	100	02/15/26		1,027.05	0.00	1,027.05
10023	8089887000 013026		IX	100	03/01/26		160.94	0.00	160.94
			*** Payment Total				9,173.85	0.00	9,173.85
Payment Number 1225780 Payment Date 02/13/26		Vendor 10023	COM ED					Status Issued	
10023	0973332000 020526		IX	100	03/07/26		82.70	0.00	82.70
10023	2327038000 013026		IX	100	03/01/26		69.33	0.00	69.33

Payment Date Range 02/13/26 thru 02/13/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225780 Payment Date 02/13/26			Vendor 10023		COM ED			Status Issued	
10023	3146133333 020626		IX	100	03/08/26		231.52	0.00	231.52
10023	3227374000 012926		IX	100	02/28/26		50.16	0.00	50.16
10023	6143775000 020526		IX	100	03/07/26		20.20	0.00	20.20
10023	6466652222 013026		IX	100	03/01/26		184.92	0.00	184.92
10023	6781257000 020426		IX	100	03/06/26		75.80	0.00	75.80
10023	7305674000 012926		IX	100	02/28/26		74.81	0.00	74.81
10023	7363936000 012826		IX	100	02/27/26		88.43	0.00	88.43
10023	8244021222 012926		IX	100	02/28/26		274.06	0.00	274.06
10023	8336964000 012826		IX	100	02/27/26		54.87	0.00	54.87
10023	9064134000 020326		IX	100	03/05/26		76.06	0.00	76.06
			*** Payment Total				1,282.86	0.00	1,282.86
Payment Number 1225781 Payment Date 02/13/26			Vendor 23110		ON-LINE COMPRESSOR INC			Status Issued	
23110	F-20043649		IX	100	02/26/26		4,477.77	0.00	4,477.77
			*** Payment Total				4,477.77	0.00	4,477.77
Payment Number 1225782 Payment Date 02/13/26			Vendor 46764		CONSTELLATION NEWENERGY - GAS			Status Issued	
46764	4504326		IX	100	02/27/26		2,116.04	0.00	2,116.04
			*** Payment Total				2,116.04	0.00	2,116.04
Payment Number 1225783 Payment Date 02/13/26			Vendor 27954		GROOT, INC			Status Issued	
27954	15860782T107		IX	100	03/03/26		1,057.04	0.00	1,057.04
			*** Payment Total				1,057.04	0.00	1,057.04
Payment Number 1225784 Payment Date 02/13/26			Vendor 11102		HARRINGTON INDUSTRIAL PLASTICS			Status Issued	
11102	023K9155		IX	100	02/26/26		175.78	0.00	175.78
11102	023K9284		IX	100	03/04/26		281.38	0.00	281.38
			*** Payment Total				457.16	0.00	457.16
Payment Number 1225785 Payment Date 02/13/26			Vendor 11213		NAPA AUTO PARTS			Status Issued	
11213	303488		IX	100	02/18/26		1,672.00	0.00	1,672.00
11213	303668		IX	100	02/19/26		27.18	0.00	27.18
11213	303709		IX	100	02/20/26		2.28	0.00	2.28
			*** Payment Total				1,701.46	0.00	1,701.46
Payment Number 1225786 Payment Date 02/13/26			Vendor 10057		NICOR GAS			Status Issued	
10057	72852341519 011226		IX	100	02/11/26		182.93	0.00	182.93
			*** Payment Total				182.93	0.00	182.93
Payment Number 1225787 Payment Date 02/13/26			Vendor 10096		PATSON INC			Status Issued	
10096	X101820146:01		IX	100	03/08/26		330.39	0.00	330.39
10096	X101820154:01		IX	100	03/08/26		118.43	0.00	118.43
			*** Payment Total				448.82	0.00	448.82
Payment Number 1225788 Payment Date 02/13/26			Vendor 43561		PORTER, JONATHAN D.			Status Issued	
43561	EXP20260123		IX	100	02/12/26		200.00	0.00	200.00
			*** Payment Total				200.00	0.00	200.00

AP255 Date 02/13/26 Pay Group 1500 HWY STREETS & BRIDGES PAY GRP USD Page 4
Time 11:23 Bank Account Payment History

Payment Date Range 02/13/26 thru 02/13/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225789 Payment Date 02/13/26		Vendor 10313	PRIMO BRANDS					Status Issued	
10313	26A8100614711		IX	100	02/19/26		74.96	0.00	74.96
10313	26A8100675670		IX	100	02/19/26		107.70	0.00	107.70
		*** Payment Total					182.66	0.00	182.66
Payment Number 1225790 Payment Date 02/13/26		Vendor 12422	RUSSO POWER EQUIPMENT					Status Issued	
12422	SPI21394756		IX	100	02/11/26		80.97	0.00	80.97
		*** Payment Total					80.97	0.00	80.97
Payment Number 1225791 Payment Date 02/13/26		Vendor 10374	TERMINAL SUPPLY CO					Status Issued	
10374	82031-00		IX	100	02/12/26		230.71	0.00	230.71
10374	86350-00		IX	100	03/01/26		1,880.59	0.00	1,880.59
10374	87456-00		IX	100	03/06/26		336.88	0.00	336.88
		*** Payment Total					2,448.18	0.00	2,448.18
Payment Number 1225792 Payment Date 02/13/26		Vendor 10037	WHEATON SANITARY DISTRICT					Status Issued	
10037	036759-000 012626		IX	100	02/25/26		76.15	0.00	76.15
10037	036917-000 012626		IX	100	02/25/26		193.43	0.00	193.43
10037	036919-000 012626		IX	100	02/25/26		297.17	0.00	297.17
		*** Payment Total					566.75	0.00	566.75
		*** Payment Code CHK Total					32,453.82	0.00	32,453.82
		Payment Count					20		
		*** Cash Code 1414 Total					43,048.70	0.00	43,048.70
		Payment Count					24		
		*** Pay Group 1500 USD Total					43,048.70	0.00	43,048.70
		Payment Count					24		

AP255 Date: 02/13/26 JOB SUBMISSION PARAMETERS
Time: 11:23

User Name: DP\FNAXE
Job Name: PMTHISTORY
Step Nbr: 7

Pay Group: 1600
Cash Code: 1414 Class C Accounts Payable

Payment Date: 021326 - 021326
Payment Numbers: -
Payment Code:

Bank Account Payment History

AP255 Date 02/13/26 Pay Group 1600 CONSERV & RECREATION PAY GROUP USD Page 1
Time 11:24 Bank Account Payment History

Payment Date Range 02/13/26 thru 02/13/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code ACH

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 538816 Payment Date 02/13/26		Vendor 44522			TOSHIBA AMERICA BUSINESS			Status Issued	
44522	6759123	IX	100		03/05/26		243.36	0.00	243.36
			*** Payment Total				243.36	0.00	243.36
			*** Payment Code ACH Total				243.36	0.00	243.36
			Payment Count				1		

Payment Date Range 02/13/26 thru 02/13/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225793 Payment Date 02/13/26			Vendor 10008		AT&T		Status Issued	
10008	630295858602 2026		IX 100	03/06/26		56.93	0.00	56.93
				*** Payment Total		56.93	0.00	56.93
Payment Number 1225794 Payment Date 02/13/26			Vendor 10008		AT&T		Status Issued	
10008	0534711873001 020326		IX 100	03/05/26		50.79	0.00	50.79
				*** Payment Total		50.79	0.00	50.79
Payment Number 1225795 Payment Date 02/13/26			Vendor 12891		AUTOZONE INC		Status Issued	
12891	01936392754		IX 100	03/01/26		29.91	0.00	29.91
12891	01936392764		IX 100	03/01/26		25.24-	0.00	25.24-
12891	01936392765		IX 100	03/01/26		19.18	0.00	19.18
				*** Payment Total		23.85	0.00	23.85
Payment Number 1225796 Payment Date 02/13/26			Vendor 11219		HOME DEPOT CREDIT SERVICES		Status Issued	
11219	8022318		IX 100	02/27/26		219.00	0.00	219.00
				*** Payment Total		219.00	0.00	219.00
Payment Number 1225797 Payment Date 02/13/26			Vendor 45499		ILLINOIS WATER ENVIRONMENT		Status Issued	
45499	E7833		IX 100	03/08/26		210.00	0.00	210.00
				*** Payment Total		210.00	0.00	210.00
Payment Number 1225798 Payment Date 02/13/26			Vendor 24195		ON TARGET WILDLIFE CONTROL		Status Issued	
24195	1697		IX 100	03/09/26		1,750.00	0.00	1,750.00
				*** Payment Total		1,750.00	0.00	1,750.00
				*** Payment Code CHK Total		2,310.57	0.00	2,310.57
				Payment Count		6		
				*** Cash Code 1414 Total		2,553.93	0.00	2,553.93
				Payment Count		7		
				*** Pay Group 1600 USD Total		2,553.93	0.00	2,553.93
				Payment Count		7		

AP255 Date: 02/13/26 JOB SUBMISSION PARAMETERS
Time: 11:24

User Name: DP\FNAXE
Job Name: PMTHISTORY
Step Nbr: 8

Pay Group: 2000
Cash Code: 1414 Class C Accounts Payable

Payment Date: 021326 - 021326
Payment Numbers: -
Payment Code:

Bank Account Payment History

Payment Date Range 02/13/26 thru 02/13/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code ACH

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 538817 Payment Date 02/13/26			Vendor 26753				AMAZON CAPITAL SERVICES	Status Issued	
26753	1CN6-T3VV-1KT1		IX	100	03/01/26		144.04	0.00	144.04
			*** Payment Total				144.04	0.00	144.04
Payment Number 538818 Payment Date 02/13/26			Vendor 12605				BAXTER & WOODMAN INC	Status Issued	
12605	0281866		IX	100	03/11/26		2,478.96	0.00	2,478.96
12605	0281867		IX	100	03/11/26		3,652.15	0.00	3,652.15
12605	0281868		IX	100	03/11/26		1,512.00	0.00	1,512.00
			*** Payment Total				7,643.11	0.00	7,643.11
Payment Number 538819 Payment Date 02/13/26			Vendor 45132				FEDERAL SIGNAL CORPORATION	Status Issued	
45132	U00227		IX	100	01/18/26		705,577.00	0.00	705,577.00
			*** Payment Total				705,577.00	0.00	705,577.00
		*** Payment Code ACH Total					713,364.15	0.00	713,364.15
		Payment Count					3		

Payment Date Range 02/13/26 thru 02/13/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225799 Payment Date 02/13/26		Vendor 12303	ALLDATA					Status Issued	
12303	INVC06541712		IX	100	03/11/26		1,500.00	0.00	1,500.00
			*** Payment Total				1,500.00	0.00	1,500.00
Payment Number 1225800 Payment Date 02/13/26		Vendor 10008	AT&T					Status Issued	
10008	630985030502 2026		IX	100	03/06/26		55.13	0.00	55.13
10008	630985480202 2026		IX	100	03/06/26		59.83	0.00	59.83
			*** Payment Total				114.96	0.00	114.96
Payment Number 1225801 Payment Date 02/13/26		Vendor 10788	BRIDGESTONE RETAIL OPERATIONS					Status Issued	
10788	390257		IX	100	02/10/26		690.99	0.00	690.99
			*** Payment Total				690.99	0.00	690.99
Payment Number 1225802 Payment Date 02/13/26		Vendor 27603	CORE & MAIN LP					Status Issued	
27603	INV0024397		IX	100	01/10/26		95.95	0.00	95.95
27603	INV0024603		IX	100	01/16/26		2,206.85	0.00	2,206.85
27603	Y273966		IX	100	01/17/26		64.50	0.00	64.50
27603	Y275378		IX	100	01/18/26		58.50	0.00	58.50
27603	Y312122		IX	100	01/25/26		15.00-	0.00	15.00-
			*** Payment Total				2,410.80	0.00	2,410.80
Payment Number 1225803 Payment Date 02/13/26		Vendor 11196	FEDEX					Status Issued	
11196	9-174-24375		IX	100	03/13/26		86.99	0.00	86.99
			*** Payment Total				86.99	0.00	86.99
Payment Number 1225804 Payment Date 02/13/26		Vendor 46933	LYONS, CHRISTOPHER					Status Issued	
46933	192159-43014479_0825			100	09/16/25		28.78	0.00	28.78
			*** Payment Total				28.78	0.00	28.78
Payment Number 1225805 Payment Date 02/13/26		Vendor 10851	MENARDS					Status Issued	
10851	97290		IX	100	02/04/26		709.84	0.00	709.84
			*** Payment Total				709.84	0.00	709.84
Payment Number 1225806 Payment Date 02/13/26		Vendor 11215	MID AMERICAN WATER INC					Status Issued	
11215	260655A		IX	100	01/28/26		3,584.04	0.00	3,584.04
11215	260655AA		IX	100	01/28/26		362.20	0.00	362.20
			*** Payment Total				3,946.24	0.00	3,946.24
Payment Number 1225807 Payment Date 02/13/26		Vendor 10185	NEUCO INC					Status Issued	
10185	9483091		IX	100	03/07/26		328.02	0.00	328.02
			*** Payment Total				328.02	0.00	328.02
Payment Number 1225808 Payment Date 02/13/26		Vendor 11761	PACE ANALYTICAL SERVICES INC					Status Issued	
11761	267202322		IX	100	02/28/26		25.00	0.00	25.00
			*** Payment Total				25.00	0.00	25.00
Payment Number 1225809 Payment Date 02/13/26		Vendor 10096	PATSON INC					Status Issued	
10096	X101812862:01		IX	100	02/22/26		125.55	0.00	125.55
10096	X101812877:01		IX	100	02/22/26		29.67-	0.00	29.67-

Payment Date Range 02/13/26 thru 02/13/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225809 Payment Date 02/13/26			Vendor 10096				PATSON INC	Status Issued	
					*** Payment Total		95.88	0.00	95.88
Payment Number 1225810 Payment Date 02/13/26			Vendor 19721				STRAND ASSOCIATES INC	Status Issued	
19721	0234028		IX	100	02/12/26		2,281.43	0.00	2,281.43
					*** Payment Total		2,281.43	0.00	2,281.43
Payment Number 1225811 Payment Date 02/13/26			Vendor 10797				THE SHERWIN WILLIAMS CO	Status Issued	
10797	89181101190126		IX	100	02/22/26		213.77	0.00	213.77
					*** Payment Total		213.77	0.00	213.77
Payment Number 1225812 Payment Date 02/13/26			Vendor 10180				TRANE US INC	Status Issued	
10180	20871607		IX	100	02/13/26		33.54	0.00	33.54
					*** Payment Total		33.54	0.00	33.54
Payment Number 1225813 Payment Date 02/13/26			Vendor 12448				TROTTER & ASSOCIATES INC	Status Issued	
12448	26-25878		IX	100	03/02/26		274.40	0.00	274.40
12448	26-25879		IX	100	03/02/26		1,698.90	0.00	1,698.90
					*** Payment Total		1,973.30	0.00	1,973.30
Payment Number 1225814 Payment Date 02/13/26			Vendor 20307				VILLAGE OF WILLOWBROOK	Status Issued	
20307	0226DUPAGE		IX	100	03/12/26		158.50	0.00	158.50
					*** Payment Total		158.50	0.00	158.50
Payment Number 1225815 Payment Date 02/13/26			Vendor 13248				WATER SERVICES COMPANY	Status Issued	
13248	42249		IX	100	03/04/26		375.00	0.00	375.00
					*** Payment Total		375.00	0.00	375.00
					*** Payment Code CHK Total		14,973.04	0.00	14,973.04
					Payment Count		17		
					*** Cash Code 1414 Total		728,337.19	0.00	728,337.19
					Payment Count		20		
					*** Pay Group 2000 USD Total		728,337.19	0.00	728,337.19
					Payment Count		20		

AP255 Date: 02/13/26 JOB SUBMISSION PARAMETERS
Time: 11:16

User Name: DP\FNDMD
Job Name: AP255-4000
Step Nbr: 1

Pay Group: 4000
Cash Code: 1414 Class C Accounts Payable

Payment Date: 021326 - 021326
Payment Numbers: -
Payment Code:

Bank Account Payment History

Payment Date Range 02/13/26 thru 02/13/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225675 Payment Date 02/13/26			Vendor	10512	DELTAWRX			Status Issued	
10512 1397		IX	103		01/16/26		23,782.00	0.00	23,782.00
			*** Payment Total				23,782.00	0.00	23,782.00
			*** Payment Code CHK Total				23,782.00	0.00	23,782.00
			Payment Count				1		
			*** Cash Code 1414 Total				23,782.00	0.00	23,782.00
			Payment Count				1		
			*** Pay Group 4000 USD Total				23,782.00	0.00	23,782.00
			Payment Count				1		

AP255 Date: 02/13/26 JOB SUBMISSION PARAMETERS
Time: 11:24

User Name: DP\FNAXE
Job Name: PMTHISTORY
Step Nbr: 9

Pay Group: 5000
Cash Code: 1414 Class C Accounts Payable

Payment Date: 021326 - 021326
Payment Numbers: -
Payment Code:

Bank Account Payment History

Payment Date Range 02/13/26 thru 02/13/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code ACH

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 538820 Payment Date 02/13/26			Vendor 30611				BUTCHER, MEGHAN	Status Issued	
30611	012226 020326		IX	202	02/11/26		806.00	0.00	806.00
			*** Payment Total				806.00	0.00	806.00
Payment Number 538821 Payment Date 02/13/26			Vendor 28459				CONTRERAS, STEPHANIE	Status Issued	
28459	MIL20260105		IX	202	02/10/26		18.71	0.00	18.71
			*** Payment Total				18.71	0.00	18.71
Payment Number 538822 Payment Date 02/13/26			Vendor 23461				DUPAGE COUNTY COMMUNITY	Status Issued	
23461	ES25-05#6		IX	103	02/10/26		5,165.01	0.00	5,165.01
			*** Payment Total				5,165.01	0.00	5,165.01
Payment Number 538823 Payment Date 02/13/26			Vendor 14166				HEALTHY AIR HEATING & AIR INC	Status Issued	
14166	51251		IX	101	01/04/26		6,387.40	0.00	6,387.40
14166	51252		IX	101	01/07/26		6,926.90	0.00	6,926.90
14166	51281		IX	101	01/11/26		6,470.80	0.00	6,470.80
			*** Payment Total				19,785.10	0.00	19,785.10
Payment Number 538824 Payment Date 02/13/26			Vendor 31149				HERNANDEZ, MARIA E.	Status Issued	
31149	MIL20260102		IX	202	02/10/26		21.75	0.00	21.75
			*** Payment Total				21.75	0.00	21.75
Payment Number 538825 Payment Date 02/13/26			Vendor 10224				OUTREACH COMMUNITY SERVICES	Status Issued	
10224	20260209-01		IX	101	03/11/26		13,106.96	0.00	13,106.96
10224	20260209-01A		IX	101	03/11/26		1,686.10	0.00	1,686.10
			*** Payment Total				14,793.06	0.00	14,793.06
Payment Number 538826 Payment Date 02/13/26			Vendor 17827				SCHVACH, LISA	Status Issued	
17827	EXP20260202		IX	200	03/04/26		200.00	0.00	200.00
			*** Payment Total				200.00	0.00	200.00
Payment Number 538827 Payment Date 02/13/26			Vendor 44522				TOSHIBA AMERICA BUSINESS	Status Issued	
44522	6711786		IX	105	12/31/25		219.77	0.00	219.77
44522	6740464		IX	105	02/07/26		221.31	0.00	221.31
44522	6759128		IX	105	03/04/26		227.90	0.00	227.90
44522	6759846		IX	103	03/04/26		140.96	0.00	140.96
			*** Payment Total				809.94	0.00	809.94
		*** Payment Code ACH Total					41,599.57	0.00	41,599.57
		Payment Count					8		

Payment Date Range 02/13/26 thru 02/13/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225816 Payment Date 02/13/26		Vendor 44792	ABAD, ANGELINA					Status Issued	
44792	012626 020626			IX	202	02/11/26	650.00	0.00	650.00
					*** Payment Total		650.00	0.00	650.00
Payment Number 1225817 Payment Date 02/13/26		Vendor 10959	CITY OF NAPERVILLE					Status Issued	
10959	246047			IX	101	02/11/26	29,154.00	0.00	29,154.00
					*** Payment Total		29,154.00	0.00	29,154.00
Payment Number 1225818 Payment Date 02/13/26		Vendor 10023	COM ED - LIHEAP PAYMENTS					Status Issued	
10023	245977			IX	101	03/13/26	107,228.00	0.00	107,228.00
					*** Payment Total		107,228.00	0.00	107,228.00
Payment Number 1225819 Payment Date 02/13/26		Vendor 12382	COMCAST					Status Issued	
12382	001003337454			IX	105	03/04/26	1,099.95	0.00	1,099.95
					*** Payment Total		1,099.95	0.00	1,099.95
Payment Number 1225820 Payment Date 02/13/26		Vendor 43073	ENO HOME HEALTH					Status Issued	
43073	3607			IX	101	02/01/26	292.50	0.00	292.50
					*** Payment Total		292.50	0.00	292.50
Payment Number 1225821 Payment Date 02/13/26		Vendor 45508	FIELDS, AMANDA					Status Issued	
45508	MIL20260102			IX	202	02/09/26	205.18	0.00	205.18
					*** Payment Total		205.18	0.00	205.18
Payment Number 1225822 Payment Date 02/13/26		Vendor 41028	FULTON, SARA					Status Issued	
41028	MIL20260106			IX	202	02/09/26	50.39	0.00	50.39
					*** Payment Total		50.39	0.00	50.39
Payment Number 1225823 Payment Date 02/13/26		Vendor 47105	GUD MARKETING, INC					Status Issued	
47105	INV-13559			IX	108	01/30/26	12,489.41	0.00	12,489.41
47105	INV-13588			IX	108	01/30/26	9,892.00	0.00	9,892.00
					*** Payment Total		22,381.41	0.00	22,381.41
Payment Number 1225824 Payment Date 02/13/26		Vendor 39914	HIGHTOWER, DIANA					Status Issued	
39914	012626 020526			IX	207	03/09/26	1,728.00	0.00	1,728.00
					*** Payment Total		1,728.00	0.00	1,728.00
Payment Number 1225825 Payment Date 02/13/26		Vendor 47671	HILTON ATLANTA					Status Issued	
47671	020926			IX	208	02/10/26	4,705.80	0.00	4,705.80
					*** Payment Total		4,705.80	0.00	4,705.80
Payment Number 1225826 Payment Date 02/13/26		Vendor 18822	LARSON, JULIE					Status Issued	
18822	MIL20260105			IX	202	02/04/26	62.71	0.00	62.71
					*** Payment Total		62.71	0.00	62.71
Payment Number 1225827 Payment Date 02/13/26		Vendor 45320	MY GREEN HOUSE HVAC, LLC					Status Issued	
45320	PY26-DPLH-1			IX	101	12/24/25	7,193.00	0.00	7,193.00
					*** Payment Total		7,193.00	0.00	7,193.00

Payment Date Range 02/13/26 thru 02/13/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225828 Payment Date 02/13/26			Vendor 10057				NICOR GAS	Status Issued	
10057	246041		IX	101	03/13/26		21,484.00	0.00	21,484.00
			*** Payment Total				21,484.00	0.00	21,484.00
Payment Number 1225829 Payment Date 02/13/26			Vendor 12750				NORTEK ENVIRONMENTAL INC	Status Issued	
12750	ESV26-33		IX	101	02/13/26		4,503.92	0.00	4,503.92
			*** Payment Total				4,503.92	0.00	4,503.92
Payment Number 1225830 Payment Date 02/13/26			Vendor 29430				PROFESSIONAL RADON SYSTEMS INC	Status Issued	
29430	260099		IX	307	03/06/26		450.00	0.00	450.00
			*** Payment Total				450.00	0.00	450.00
Payment Number 1225831 Payment Date 02/13/26			Vendor 46779				ROBLES, ANNY	Status Issued	
46779	MIL20260102		IX	202	02/10/26		55.83	0.00	55.83
			*** Payment Total				55.83	0.00	55.83
Payment Number 1225832 Payment Date 02/13/26			Vendor 25560				SPEEDWAY LLC	Status Issued	
25560	SP32		IX	105	02/12/26		24,253.95	0.00	24,253.95
			*** Payment Total				24,253.95	0.00	24,253.95
Payment Number 1225833 Payment Date 02/13/26			Vendor 24835				TURNING POINTE AUTISM	Status Issued	
24835	2025 07		IX	105	02/27/26		5,132.62	0.00	5,132.62
			*** Payment Total				5,132.62	0.00	5,132.62
Payment Number 1225834 Payment Date 02/13/26			Vendor 13781				UNIVERSAL INDUSTRIES INC	Status Issued	
13781	116262		IX	101	03/11/26		296.30	0.00	296.30
13781	116263		IX	101	03/11/26		207.41	0.00	207.41
			*** Payment Total				503.71	0.00	503.71
Payment Number 1225835 Payment Date 02/13/26			Vendor 39705				WINFIELD, TOYIA	Status Issued	
39705	MIL20260107		IX	202	02/11/26		181.54	0.00	181.54
			*** Payment Total				181.54	0.00	181.54
Payment Number 1225836 Payment Date 02/13/26			Vendor 45505				WITTE, DARIA	Status Issued	
45505	TRV20260212		IX	202	02/12/26		146.08	0.00	146.08
			*** Payment Total				146.08	0.00	146.08
		*** Payment Code CHK Total					231,462.59	0.00	231,462.59
			Payment Count				21		
		*** Cash Code 1414 Total					273,062.16	0.00	273,062.16
			Payment Count				29		
		*** Pay Group 5000 USD Total					273,062.16	0.00	273,062.16
			Payment Count				29		

AP255 Date: 02/13/26 JOB SUBMISSION PARAMETERS
Time: 11:25

User Name: DP\FNAXE
Job Name: PMTHISTORY
Step Nbr: 10

Pay Group: 6000
Cash Code: 1414 Class C Accounts Payable

Payment Date: 021326 - 021326
Payment Numbers: -
Payment Code:

AP255 Date 02/13/26 Pay Group 6000 CAPITAL PROJECTS PAY GROUP USD
Time 11:25 Bank Account Payment History

Payment Date Range 02/13/26 thru 02/13/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225837 Payment Date 02/13/26		Vendor 38202			DESMAN, INC.			Status Issued	
38202	C25326		IX	100	01/30/26		2,824.45	0.00	2,824.45
		*** Payment Total					2,824.45	0.00	2,824.45
Payment Number 1225838 Payment Date 02/13/26		Vendor 30498			HEARTLAND BUSINESS SYSTEMS			Status Issued	
30498	854732-H		IX	100	02/11/26		32,059.94	0.00	32,059.94
		*** Payment Total					32,059.94	0.00	32,059.94
Payment Number 1225839 Payment Date 02/13/26		Vendor 47709			RIGGS RECREATION EQUIPMENT INC			Status Issued	
47709	6241B		IX	100	02/14/26		7,321.00	0.00	7,321.00
		*** Payment Total					7,321.00	0.00	7,321.00
		*** Payment Code CHK Total					42,205.39	0.00	42,205.39
		Payment Count					3		
		*** Cash Code 1414 Total					42,205.39	0.00	42,205.39
		Payment Count					3		
		*** Pay Group 6000 USD Total					42,205.39	0.00	42,205.39
		Payment Count					3		

AP255 Date: 02/13/26 JOB SUBMISSION PARAMETERS
Time: 11:25

User Name: DP\FNAXE
Job Name: PMTHISTORY
Step Nbr: 13

Pay Group: 7100
Cash Code: 1414 Class C Accounts Payable

Payment Date: 021326 - 021326
Payment Numbers: -
Payment Code:

Bank Account Payment History

Payment Date Range 02/13/26 thru 02/13/26
Cash Code 1414 Bank 071923909 Payment Currency USD
Payment Code CHK

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1225840 Payment Date 02/13/26		Vendor 11855			U.S. BANK			Status Issued	
11855	8055438	IX	100		02/22/26		1,250.00	0.00	1,250.00
			*** Payment Total				1,250.00	0.00	1,250.00
			*** Payment Code CHK Total				1,250.00	0.00	1,250.00
			Payment Count				1		
			*** Cash Code 1414 Total				1,250.00	0.00	1,250.00
			Payment Count				1		
			*** Pay Group 7100 USD Total				1,250.00	0.00	1,250.00
			Payment Count				1		

Payment of Claims

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

File #: 26-0755 **Agenda Date:** 2/24/2026 **Agenda #:** 8.F.

AP255 Date: 02/13/26 JOB SUBMISSION PARAMETERS
Time: 15:33

User Name: DP\FNAXE
Job Name: AP255-5000
Step Nbr: 1

Pay Group: 5000
Cash Code: 3910 Class C Account

Payment Date: 021326 - 021326
Payment Numbers: -
Payment Code: AUT Auto Debit

AP255 Date 02/13/26 Pay Group 5000 DUPAGE COUNTY GRANTS PAY GROUP USD Page 1
Time 15:33 Bank Account Payment History

Payment Date Range 02/13/26 thru 02/13/26
Cash Code 3910 Bank 071000013 Payment Currency USD
Payment Code AUT

Vendor	Invoice	Voucher	Auth PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 1045998 Payment Date 02/13/26		Vendor 10023		COMMONWEALTH EDISON COMPANY			Status Issued	
10023 1045998			200	03/13/26		2,937.00	0.00	2,937.00
		*** Payment Total				2,937.00	0.00	2,937.00
Payment Number 1045999 Payment Date 02/13/26		Vendor 10057		NICOR GAS			Status Issued	
10057 1045999			200	03/13/26		584.00	0.00	584.00
		*** Payment Total				584.00	0.00	584.00
		*** Payment Code AUT Total				3,521.00	0.00	3,521.00
		Payment Count				2		
		*** Cash Code 3910 Total				3,521.00	0.00	3,521.00
		Payment Count				2		
		*** Pay Group 5000 USD Total				3,521.00	0.00	3,521.00
		Payment Count				2		

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

File #: 26-0693 **Agenda Date:** 2/24/2026 **Agenda #:** 8.I.

AP255 Date: 02/10/26 JOB SUBMISSION PARAMETERS
Time: 08:13

User Name: DP\FNDMD
Job Name: AP255-1100
Step Nbr: 1

Pay Group: 1100
Cash Code: 3910 Class C Account

Payment Date: 020926 - 020926
Payment Numbers: 20426 - 20426
Payment Code: WTF Wire Transfer

Bank Account Payment History

Payment Date Range 02/09/26 thru 02/09/26
Payment Number Range 20426 thru 20426

Cash Code 3910 Bank 071000013 Payment Currency USD
Payment Code WTF

Vendor	Invoice	Voucher	Auth	PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 20426 Payment Date 02/09/26		Vendor 11521			CORVEL CORPORATION			Status Issued	
11521	020426-DUPAG	102			03/06/26		89,091.28	0.00	89,091.28
		*** Payment Total					89,091.28	0.00	89,091.28
		*** Payment Code WTF Total					89,091.28	0.00	89,091.28
		Payment Count					1		
		*** Cash Code 3910 Total					89,091.28	0.00	89,091.28
		Payment Count					1		
		*** Pay Group 1100 USD Total					89,091.28	0.00	89,091.28
		Payment Count					1		

Wire Transfer

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

File #: 26-0695 **Agenda Date:** 2/24/2026 **Agenda #:** 8.J.

AP170 Date: 02/10/26 JOB SUBMISSION PARAMETERS
Time: 08:32

User Name: DP\FNDMD
Job Name: AP170-1200
Step Nbr: 1

Pay Group: 1200 HEALTH AND WELFARE PAY GROUP

Process Group:

Process Level Sequence: N No

Include Voucher Number: N No

All temporary holds have been removed

AP170 Date 02/10/26 Pay Group 1200 HEALTH AND WELFARE PAY GROUP USD Page 1
Time 08:32 Payment Closing 02/10/26
Posting Company 1200

Invoice Company 1200 HEALTH AND WELFARE

Invoice	Pmt Date	Due Date	Trans Number	Gross Pmt Amount	Discount Amount	Net Pmt Amount
Invoice Currency USD US Dollars						
Vendor 10794 IL DEPT OF REVENUE						
020526	02/09/26	02/09/26	20526			
Cash Code 3910 Payment Code WTF Withholding				6,073.00	0.00	6,073.00
*** Currency USD Total				6,073.00	0.00	6,073.00
*** Vendor Total				6,073.00	0.00	6,073.00
*** Invoice Total				6,073.00	0.00	6,073.00
*** Currency USD Total				6,073.00	0.00	6,073.00
**** Company Base Currency Total				6,073.00	0.00	6,073.00
*** Currency USD Total				6,073.00	0.00	6,073.00
**** Pay Group Base Currency Total				6,073.00	0.00	6,073.00
*** Currency USD Total				6,073.00	0.00	6,073.00

AP170 Date 02/10/26 Pay Group 1200 HEALTH AND WELFARE PAY GROUP Page 1
Time 08:32 Payment Closing 02/10/26
General Ledger Transaction Report

Post Date	Co	Account	Account Description	Base Amount	Transaction Amount	Curr
02/09/26	1200	9100 -010000 3910	JPMorgan Chase Bank-Class C	6,073.00-	6,073.00-	USD
Journal Book						
02/09/26	1200	9100 -020000 0000	ACCOUNTS PAYABLE	6,073.00	6,073.00	USD
Journal Book						

Grant Proposal Notifications

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

File #: 26-0663 **Agenda Date:** 2/17/2026 **Agenda #:** 9.C.1.

DUPAGE COUNTY
GOVERNMENT



Grant Proposal Notification

GPN Number: 007-26
(Completed by Finance Department)

Date of Notification: 01/21/2026
(MM/DD/YYYY)

Parent Committee Agenda Date: 02/17/2026
(Completed by Finance Department) (MM/DD/YYYY)

Grant Application Due Date: 11/03/2025
(MM/DD/YYYY)

Name of Grant: Best Friends Project Families Forever Grant

Name of Grantor: THE RACHAEL RAY FOUNDATION Best Friends

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

County Department: Animal Services

Department Contact: Laura Flamion,Animal Services Administrator x2806
(Name, Title, and Extension)

Parent Committee: Animal Services

Grant Amount Requested: $ 20,000.00

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

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

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

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

DUPAGE COUNTY
GOVERNMENT



Grant Proposal Notification

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

   This grant will provide resources and support to the pet owners in our community who are facing challenges in keeping their pets healthy and at home. This grant will utilize support from Best Friends Animal Society through the Rachel Ray No Kill excellence grant to bolster the Project Families Forever subsidy fund, to ensure no pet owner seeking medical assistance will be denied due to financial barriers. This will ultimately helping us maintain our status as a "No Kill" open-admission animal shelter and even improve our save rate.

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

   Currently, Animal Services have established a streamlined partnership with Paws for a Cause Vet Care, where Animal Services front desk staff and officers in the field are able to rapidly connect pet owners in need directly with Paws for a Cause Vet Care management team to provide assistance. Paws for a Cause Vet Care always offers relatively low–cost, full service veterinary care, to cover prohibitive costs for families at-risk of relinquishing their pets to shelters like ours.

3. What is the period covered by the grant? 01/01/2026 (MM/DD/YYYY) to: 12/31/2026 (MM/DD/YYYY)

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

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

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

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

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

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

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



Grant Proposal Notification

6. Does the grant allow for Personnel Costs? (Yes or No) No

6.1. If yes, what are the total projected salary and fringe benefit costs of personnel charging time to the grant for the entire term of the grant? Compute County-provided benefits at 40%.

6.1.1. Total salary _____ Percentage covered by grant _____

6.1.2. Total fringe benefits _____ Percentage covered by grant _____

6.1.3. Are any of the County-provided fringe benefits disallowed? (Yes or No): _____

6.1.3.1. If yes, which ones are disallowed?

6.1.3.2. If the grant does not cover 100% of the personnel costs, from what Company-Accounting Unit will the deficit be paid?

6.2. Will receipt of this grant require the hiring of additional staff? (Yes or No): No

6.2.1. If yes, how many new positions will be created?

6.2.1.1. Full-time _____ Part-time _____ Temporary _____

6.2.1.2. Will the headcount of the new position(s) be placed in the grant accounting unit? _____ (Yes or No)

6.2.1.2.1. If no, in what Company-Accounting Unit will the headcount(s) be placed?



Grant Proposal Notification

6.3. Does the grant award require the positions to be retained beyond the grant term? (Yes or No) No

6.3.1. If yes, please answer the following:

6.3.1.1. How many years beyond the grant term? _____

6.3.1.2. What Company-Accounting Unit(s) will be used? _____

6.3.1.3. Total annual salary _____

6.3.1.4. Total annual fringe benefits _____

7. Does the grant allow for direct administrative costs? (Yes or No) No

7.1. If yes, please answer the following:

7.1.1. Total estimated direct administrative costs for project _____

7.1.2. Percentage of direct administrative costs covered by grant _____

7.1.3. What percentage of the grant total is the portion covered by the grant _____

8. What percentage of the grant funding is non-personnel cost / non-direct administrative cost? 100%

9. Are matching funds required? (Yes or No): No

9.1. If yes, please answer the following:

9.1.1. What percentage of match funding is required by granting entity? _____

9.1.2. What is the dollar amount of the County's match? _____



Grant Proposal Notification

9.1.3. What Company-Accounting Unit(s) will provide the matching requirement? _____

10. What amount of funding is already allocated for the project? $20,000.00

10.1. If allocated, in what Company-Accounting Unit are the funds located? 1100-1300

10.2. Will the project proceed if the funding opportunity is not awarded? (Yes or No): Yes

11. What is the total project cost (Grant Award + Match + Other Allocated Funding)? $40,000.00

Grant Proposal Notifications

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

File #: 26-0737 **Agenda Date:** 2/17/2026 **Agenda #:** 9.C.2.

DUPAGE COUNTY
GOVERNMENT



Grant Proposal Notification

GPN Number: 008-26
(Completed by Finance Department)

Date of Notification: 01/26/2026
(MM/DD/YYYY)

Parent Committee Agenda Date: 02/17/2026
(Completed by Finance Department) (MM/DD/YYYY)

Grant Application Due Date: 03/01/2026
(MM/DD/YYYY)

Name of Grant: PY26 Homeless System Capacity Expansion Pilot

Name of Grantor: Illinois Department of Human Services

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

County Department: Community Services

Department Contact: Joan Fox, Administrator Housing Supports & Self Sufficiency, 6426
(Name, Title, and Extension)

Parent Committee: Human Services

Grant Amount Requested: $ 90,920.00

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

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

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

If Federal, provide CFDA: _____ If State, provide CSFA: 444-80-3520

DUPAGE COUNTY GOVERNMENT



Grant Proposal Notification

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

   Through this funding we will participate in the Illinois Homelessness Response Collaborative with the goal to increase our homelessness response system to implement best practices and reduce the number of persons experiencing homelessness. This funding will support the reliability of our data systems and expand out capacity to convene stakeholder workgroups to collectively build strategies and steer plans for testing changes that are likely to produce positive statewide results.

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

   Community Well-Being: The County ensures everyone can participate and be heard in County government - Through this grant we will expand our efforts to include the voice of persons with lived experience of homelessness.

3. What is the period covered by the grant? 07/01/2025 (MM/DD/YYYY) to: 06/30/2026 (MM/DD/YYYY)

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

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

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

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

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

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

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



Grant Proposal Notification

6. Does the grant allow for Personnel Costs? (Yes or No) Yes

6.1. If yes, what are the total projected salary and fringe benefit costs of personnel charging time to the grant for the entire term of the grant? Compute County-provided benefits at 40%.

6.1.1. Total salary $154,310.00 Percentage covered by grant 21.20%

6.1.2. Total fringe benefits $57,044.00 Percentage covered by grant 23.77%

6.1.3. Are any of the County-provided fringe benefits disallowed? (Yes or No): No

6.1.3.1. If yes, which ones are disallowed?

6.1.3.2. If the grant does not cover 100% of the personnel costs, from what Company-Accounting Unit will the deficit be paid?

6.2. Will receipt of this grant require the hiring of additional staff? (Yes or No): No

6.2.1. If yes, how many new positions will be created?

6.2.1.1. Full-time _____ Part-time _____ Temporary _____

6.2.1.2. Will the headcount of the new position(s) be placed in the grant accounting unit? _____ (Yes or No)

6.2.1.2.1. If no, in what Company-Accounting Unit will the headcount(s) be placed?



Grant Proposal Notification

6.3. Does the grant award require the positions to be retained beyond the grant term? (Yes or No) No

6.3.1. If yes, please answer the following:

6.3.1.1. How many years beyond the grant term? _____

6.3.1.2. What Company-Accounting Unit(s) will be used? _____

6.3.1.3. Total annual salary _____

6.3.1.4. Total annual fringe benefits _____

7. Does the grant allow for direct administrative costs? (Yes or No) Yes

7.1. If yes, please answer the following:

7.1.1. Total estimated direct administrative costs for project $6,738.00

7.1.2. Percentage of direct administrative costs covered by grant 100%

7.1.3. What percentage of the grant total is the portion covered by the grant 7.4%

8. What percentage of the grant funding is non-personnel cost / non-direct administrative cost? 41.69%

9. Are matching funds required? (Yes or No): No

9.1. If yes, please answer the following:

9.1.1. What percentage of match funding is required by granting entity? _____

9.1.2. What is the dollar amount of the County's match? _____



Grant Proposal Notification

9.1.3. What Company-Accounting Unit(s) will provide the matching requirement? _____

10. What amount of funding is already allocated for the project? $0.00

10.1. If allocated, in what Company-Accounting Unit are the funds located? _____

10.2. Will the project proceed if the funding opportunity is not awarded? (Yes or No): No

11. What is the total project cost (Grant Award + Match + Other Allocated Funding)? $90,920.00

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

File #: 26-0698 **Agenda Date:** 2/17/2026 **Agenda #:** 9.C.3.

DUPAGE COUNTY
GOVERNMENT

Grant Proposal Notification

GPN Number: 009-26
(Completed by Finance Department)

Date of Notification: 02/04/2026
(MM/DD/YYYY)

Parent Committee Agenda Date: 02/17/2026
(Completed by Finance Department) (MM/DD/YYYY)

Grant Application Due Date: 02/23/2025
(MM/DD/YYYY)

Name of Grant: Technology Modernization Grant PY26

Name of Grantor: Illinois Supreme Court

Originating Entity: Administrative Office of Illinois Courts
(Name the entity from which the funding originates, if Grantor is a pass-thru entity)

County Department: 18th Judicial Circuit Court

Department Contact: Suzanne Armstrong, Court Administrator, x8888
(Name, Title, and Extension)

Parent Committee: Judicial and Public Safety

Grant Amount Requested: $ 50,000.00

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

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

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

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

DUPAGE COUNTY
GOVERNMENT



Grant Proposal Notification

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

   The technology modernization grant will allow for the improvement of technology in the courtrooms (remote hearing equipment), the purchase of computer equipment for court users, including SRL's. This grant will be used to offset the technology costs to the county for the purchase of court related technology and goods.

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

   The grant will support the county's mission of diversity and inclusion. Allowing for more court participants to appear remotely for scheduled court proceedings. Additionally, the grant will allow for the purchase of technology that supports the expansion of assistance for self represented litigants.

3. What is the period covered by the grant? 07/01/2025 (MM/DD/YYYY) to: 06/30/2026 (MM/DD/YYYY)

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

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

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

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

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

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

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



Grant Proposal Notification

6. Does the grant allow for Personnel Costs? (Yes or No) No

6.1. If yes, what are the total projected salary and fringe benefit costs of personnel charging time to the grant for the entire term of the grant? Compute County-provided benefits at 40%.

6.1.1. Total salary _____ Percentage covered by grant _____

6.1.2. Total fringe benefits _____ Percentage covered by grant _____

6.1.3. Are any of the County-provided fringe benefits disallowed? (Yes or No): _____

6.1.3.1. If yes, which ones are disallowed?

6.1.3.2. If the grant does not cover 100% of the personnel costs, from what Company-Accounting Unit will the deficit be paid?

6.2. Will receipt of this grant require the hiring of additional staff? (Yes or No): No

6.2.1. If yes, how many new positions will be created?

6.2.1.1. Full-time _____ Part-time _____ Temporary _____

6.2.1.2. Will the headcount of the new position(s) be placed in the grant accounting unit? _____ (Yes or No)

6.2.1.2.1. If no, in what Company-Accounting Unit will the headcount(s) be placed?



Grant Proposal Notification

6.3. Does the grant award require the positions to be retained beyond the grant term? (Yes or No) No

6.3.1. If yes, please answer the following:

6.3.1.1. How many years beyond the grant term? _____

6.3.1.2. What Company-Accounting Unit(s) will be used? _____

6.3.1.3. Total annual salary _____

6.3.1.4. Total annual fringe benefits _____

7. Does the grant allow for direct administrative costs? (Yes or No) No

7.1. If yes, please answer the following:

7.1.1. Total estimated direct administrative costs for project _____

7.1.2. Percentage of direct administrative costs covered by grant _____

7.1.3. What percentage of the grant total is the portion covered by the grant _____

8. What percentage of the grant funding is non-personnel cost / non-direct administrative cost? 100%

9. Are matching funds required? (Yes or No): No

9.1. If yes, please answer the following:

9.1.1. What percentage of match funding is required by granting entity? _____

9.1.2. What is the dollar amount of the County's match? _____



Grant Proposal Notification

9.1.3. What Company-Accounting Unit(s) will provide the matching requirement? _____

10. What amount of funding is already allocated for the project? $0.00

10.1. If allocated, in what Company-Accounting Unit are the funds located? _____

10.2. Will the project proceed if the funding opportunity is not awarded? (Yes or No): No

11. What is the total project cost (Grant Award + Match + Other Allocated Funding)? $50,000.00