



DU PAGE COUNTY

Human Services

Final Regular Meeting Agenda

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

Tuesday, October 21, 2025

9:30 AM

Room 3500A

1. CALL TO ORDER

2. ROLL CALL

3. PUBLIC COMMENT

4. CHAIR REMARKS - CHAIR SCHWARZE

5. APPROVAL OF MINUTES

5.A. [25-2544](#)

Human Services Committee - Regular Meeting - October 7, 2025

6. COMMUNITY SERVICES - MARY KEATING

6.A. [25-2545](#)

Recommendation for the approval of a contract to Piedmont Global, to provide face-to-face and telephonic interpreter services, translation services, and American Sign Language, to assist clients in Community Services, for the period of December 1, 2025 through November 30, 2026, for a contract total amount of \$15,000; per RFP #23-072-CS, second of three optional one-year renewals. (Community Services)

7. DUPAGE CARE CENTER - JANELLE CHADWICK

7.A. [HS-R-0018-25](#)

DuPage Care Center Rate Increase to increase the per patient day charges last fixed by Resolution HS-R-0018-24, approved October 22, 2024, from \$468 per day to \$487 per day for Standard Custodial Care and from \$487 per day to \$506 per day for Alzheimer's Special Care and from \$668 per day to \$695 per day for Post-Acute Care, and \$400 per day for Respite Care, effective December 1, 2025. (DuPage Care Center)

7.B. [HS-P-0050-25](#)

Recommendation for the approval of a contract purchase order to Metropolitan Industries, Inc., to provide, deliver and install a Metropolitan "Metro-Prime" pump system, for the DuPage Care Center, for the period of October 28, 2025 through October 27, 2026, for a total contract amount not to exceed \$51,220. Per 55 ILCS 5/5-1022(c) not suitable for competitive bids. (Sole Source - sole manufacturer)

7.C. [HS-P-0051-25](#)

Recommendation for the approval of a contract purchase order to Valdes Supply, to furnish and deliver restroom tissue, paper towels and facial tissue (group 2), as needed for the DuPage Care Center, for the period of December 1, 2025 through November 30, 2026, for a contract total not to exceed \$69,000; per bid renewal #22-112-FM, third and final optional renewal.

7.D. [HS-P-0052-25](#)

Recommendation for the approval of a contract purchase order to AirGas USA, LLC, to provide liquid portable oxygen, for the residents at the DuPage Care Center, for the period of December 1, 2025 through November 30, 2026, for a contract total amount not to exceed \$50,000; under bid renewal #22-105-DCC, third and final optional renewal.

7.E. [HS-P-0053-25](#)

Recommendation for the approval of a contract purchase order to Sysco Chicago, Inc., to provide primary food, supplies and chemicals, for the DuPage Care Center, for the period of December 1, 2025 through November 30, 2026, for a total contract amount not to exceed \$1,363,020; under bid renewal #22-082-DCC, third and final optional renewal.

7.F. [25-2546](#)

Recommendation for the approval of a contract purchase order to Relias, for a Learning Management System, for the DuPage Care Center, for the period of January 1, 2026 through December 31, 2026, for a contract total amount not to exceed \$19,173.02; per RFP #24-114-DCC, first of three options to renewal.

- 8. **RESIDENCY WAIVERS - JANELLE CHADWICK**
- 9. **DUPAGE CARE CENTER UPDATE - JANELLE CHADWICK**
- 10. **COMMUNITY SERVICES UPDATE - MARY KEATING**
- 11. **OLD BUSINESS**
- 12. **NEW BUSINESS**
- 13. **ADJOURNMENT**



Minutes

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

File #: 25-2544

Agenda Date: 10/21/2025

Agenda #: 5.A.



DU PAGE COUNTY

Human Services

Final Summary

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

Tuesday, October 7, 2025

9:30 AM

Room 3500A

1. CALL TO ORDER

9:30 AM meeting was called to order by Chair Greg Schwarze at 9:30 AM.

Chair Schwarze stated a physical quorum of the members is physically present. He requested a motion to permit those members not physically present due to: personal illness or disability; employment purposes or for the business of the board; or family or other emergency to participate by video or teleconference.

Member LaPlante so moved, Member Garcia seconded, all ayes on a voice vote, motion passed.

2. ROLL CALL

Staff in attendance: Joan Olson (Chief Communications Officer), Renee Zerante (State's Attorney Office), Keith Jorstad (Finance), Valerie Calvente and Sara Rogers (Procurement), Natasha Belli (Senior Services Administrator), Mary Keating (Community Services Director), and Janelle Chadwick (Administrator of the DuPage Care Center).

PRESENT	Cronin Cahill, Galassi, Garcia, LaPlante, and Schwarze
REMOTE	DeSart

3. PUBLIC COMMENT

No public comments were offered.

4. CHAIR REMARKS - CHAIR SCHWARZE

No remarks were offered.

5. APPROVAL OF MINUTES

5.A. [25-2391](#)

Human Services Committee - Regular Meeting - September 2, 2025

RESULT:	APPROVED
MOVER:	Cynthia Cronin Cahill
SECONDER:	Lynn LaPlante

6. LENGTH OF SERVICE AWARD

- 6.A. Length of Service Award - Sunitha Doma - 10 Years - Community Services
- 6.B. Length of Service Award - Christy Plasil Tang - 10 Years - Community Services
- 6.C. Length of Service Award - Karina Vazquez - 10 Years - Community Services

7. COMMUNITY SERVICES - MARY KEATING**7.A. [FI-R-0161-25](#)**

Acceptance and appropriation of the IACAA Employment Barrier Reduction Pilot Program PY26, Agreement No. FCSEG05509, Company 5000 - Accounting Unit 1675, in the amount of \$40,250. (Community Services)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Cynthia Cronin Cahill
SECONDER:	Paula Garcia

7.B. [FI-R-0155-25](#)

Acceptance and appropriation of the Aging Case Coordination Unit Fund PY26 for Senior Services, Company 5000 - Accounting Units 1660 and 1720, in the amount of \$8,130,284. (Community Services)

Chair Schwarze asked if the funding comes from the federal government or state government. Mary Keating responded that this establishes the full Senior Services budget for the 2026 program year. Most of it is paid as a fee for service from Medicaid reimbursements through the Case Coordination or the Ombudsman program. The impact from the federal government shutdown may be a reduction of the number of people that are on Medicaid and then eligible for the program. This is not a case where they would overspend as the staffing is adjusted based on the caseload.

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Paula Garcia
SECONDER:	Cynthia Cronin Cahill

7.C. [FI-R-0157-25](#)

Acceptance of modification of funding allocation for the Illinois Home Weatherization Assistance Program (IHWAP) Income Eligible Retrofits Program Grant PY25, Company 5000 - Accounting Unit 1555, for a total amount not to exceed \$171,394. (Community Services)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Paula Garcia
SECONDER:	Lynn LaPlante

7.D. [FI-R-0158-25](#)

Appropriation of additional funding for the Low Income Home Energy Assistance Program HHS Grant PY25 Inter-Governmental Agreement no. 25-224028, Company 5000 - Accounting Unit 1420, from \$3,487,312 to \$4,050,265 (an increase of \$562,953). (Community Services)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Paula Garcia
SECONDER:	Lynn LaPlante

7.E. [HS-P-0046-25](#)

Recommendation for the approval of a purchase order issued to WellSky Corporation, for the annual renewal of the Homeless Management Information System Software and Cloud Services Contract, renewal of licenses, training, support, and custom programming, for Community Services, for the period of November 1, 2025 through October 31, 2026, for a contract amount not to exceed \$64,028.90. (Sole Source - Sole maintenance/update provider.) (Community Services)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Paula Garcia
SECONDER:	Cynthia Cronin Cahill

7.F. [HS-CO-0001-25](#)

Amendment to County Contract 7271-0001-SERV issued to DuPage Federation on Human Services Reform Language Access Resource Center (LARC) for interpretation, translation, and American Sign Language services, an increase of \$8,500, for a contract total not to exceed \$38,499. (Community Services)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Lynn LaPlante
SECONDER:	Cynthia Cronin Cahill

7.G. [HS-R-0017-25](#)

Approval of issuance of payments by DuPage County to energy assistance providers through the Low-Income Home Energy Assistance Program (LIHEAP) HHS Grant PY25 Inter-Governmental Agreement no. 25-224028 in the amount of \$484,140. (Community Services)

RESULT:	APPROVED AT COMMITTEE
MOVER:	Paula Garcia
SECONDER:	Lynn LaPlante

8. **DUPAGE CARE CENTER - JANELLE CHADWICK**8.A. [HS-P-0047-25](#)

Recommendation for the approval of a contract purchase order issued to Pulmonary Exchange, Ltd., for the rental of respiratory care equipment, for the DuPage Care Center, for the period of November 20, 2025 through November 19, 2026, for a total contract not to exceed \$35,000; per lowest bid #25-099-DCC.

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

8.B. [HS-P-0048-25](#)

Recommendation for the approval of a contract purchase order to HD Supply, Inc., to provide housekeeping and cleaning chemicals, as needed, for the DuPage Care Center, for the period of November 1, 2025 through October 31, 2028, for a total contract amount not to exceed \$189,000. Contract pursuant to the Intergovernmental Cooperation Act (OMNIA Partners #25-JH-011).

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Paula Garcia
SECONDER:	Lynn LaPlante

8.C. [HS-P-0049-25](#)

Recommendation for the approval of a contract purchase order to PointClickCare Technologies, for software maintenance, for the DuPage Care Center, for the period of December 1, 2025 through November 30, 2026, for a total contract amount not to exceed \$302,734.83. Per 55 ILCS 5/5-1022(c) not suitable for competitive bids. (Sole Source - renewal to sole maintenance/upgrade provider.)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Paula Garcia
SECONDER:	Lynn LaPlante

8.D. [25-2392](#)

Recommendation for the approval of a contract purchase order to Xtivity Solutions, LLC, to furnish, install, program & test cameras, for the DuPage Care Center, for the period of October 8, 2025 through October 7, 2026, for a contract total amount not to exceed \$26,270.20; per lowest bid #25-091-DCC.

RESULT:	APPROVED
MOVER:	Paula Garcia
SECONDER:	Kari Galassi
AYES:	Cronin Cahill, Galassi, Garcia, LaPlante, and Schwarze
REMOTE:	DeSart

9. INFORMATIONAL**9.A. [FM-P-0046-25](#)**

Recommendation for the approval of a contract to City of Wheaton, for water utility services for the County campus, for Facilities Management, for the period October 1, 2025 through September 30, 2029, for a total contract amount not to exceed \$3,152,000. Per 55 ILCS 5/5-1022 "Competitive Bids" (c) Not suitable for competitive bids – Public Utility. (Facilities Management - \$2,740,000; DuPage Care Center - \$412,000)

RESULT:	ACCEPTED AND PLACED ON FILE
MOVER:	Paula Garcia
SECONDER:	Kari Galassi

9.B. [FM-P-0047-25](#)

Recommendation for the approval of a contract to Wheaton Sanitary District, for sanitary sewer utility services, for the County campus, for Facilities Management, for the period of October 1, 2025 through September 30, 2029, for a total contract amount not to exceed \$1,821,000. Per 55 ILCS 5/5-1022 "Competitive Bids" (c) Not suitable for competitive bids – Public Utility. (Facilities Management - \$1,540,000; DuPage Care Center - \$281,000)

RESULT:	ACCEPTED AND PLACED ON FILE
MOVER:	Paula Garcia
SECONDER:	Kari Galassi
AYES:	Cronin Cahill, Galassi, Garcia, LaPlante, and Schwarze
REMOTE:	DeSart

10. RESIDENCY WAIVERS - JANELLE CHADWICK

No residency waivers were offered.

11. DUPAGE CARE CENTER UPDATE - JANELLE CHADWICK

Janelle Chadwick, Administrator of the DuPage Care Center, updated the committee on the construction progress, stating work is coming along on units 2 North, 2 Center, and 2 South. The federal government shutdown stops any process of review for architect or construction approvals. Ms. Chadwick is hopeful that the government shutdown will end to coincide with the expected construction completion timeline in the next month.

The Care Center recently had their annual survey from the Illinois Department of Public Health (IDPH). The health survey was completed before the federal government shutdown. Staff from the Life Safety Code did come in and complete their survey. The Care Center's plans of correction will not be reviewed until after the federal government reconvenes. Care Center staff

are in the process of documentation for the Life Safety Code Survey. The survey on the health side is one of the few times there were no deficiencies on the part of the CNAs, staff complying with all regulations.

Ms. Chadwick read a gratitude letter from the spouse of a patient at the Care Center. The spouse was a nurse for over 50 years and her husband, the patient, was a doctor. The spouse singled out care from individual staff with high praises and added all staff members were excellent.

12. COMMUNITY SERVICES UPDATE - MARY KEATING

Mary Keating, Director of Community Services, gave the committee an update on some effects of the federal government shutdown, with continuing uncertainty of what will happen in 2026.

Most of the Community Services' programs are operating on 2025 funds.

Staff are waiting on what is called 'the release of funds', which is the authorization to use grant funds, for the Full Circle Communities Project, an important project for Glen Ellyn. While waiting for HUD to sign off, the 15-day comment period closed on September 30, 2025.

Typically, the release would have been signed on October 1, 2025. Until HUD staff are back in the office, they will not receive the release of funds, which will cause a domino effect on the project deadlines. Glen Ellyn can't move forward with demolition, closing, or being able to access tax credits, which have a deadline.

Environmental reviews can't be completed for the Neighborhood Investment project for the Community Development Block Grant (CDBG) project to receive 2025 funds.

Most, if not all, construction projects would not have started this fall with the construction season coming to an end. Still, funding releases are on hold.

The County serves as the lead agency for the homeless Continuum of Care (CoC). There is about \$8.6M that comes from HUD to various agencies in the county. Serving as the planning organization, DuPage County runs the Homeless Management Information System. (HMIS) and our staff coordinates the applications. Much of the money goes to PADs, Catholic Charities, Midwest Shelter for Homeless Veterans, 360 Youth, Catholic Charities being the largest recipient. Although the Biden administration committed that the grants would be for a two-year program with a non-competitive renewal for the second year, early this year HUD changed the automatic renewal, and the County must re-apply.

There is talk regarding a significant reduction in the percentage of programs that can be permanent supportive housing (PSH). Currently, people with disabilities and the chronically homeless are able to stay as long as they need or want with PSH, which would be affected by a reduction to the program. About 56% of the \$8.6M is used for PSH in DuPage County, affecting about 620 people currently in permanent supportive housing.

An evidence-based practice, called Housing First, allows people to move into housing that is funded through CoC funds and not required to engage in immediate services, such as for mental illness and substance abuse. Speculation is that engagement in services will be mandatory on day one for these programs. This will be a big challenge for agencies to adapt as many people are reluctant to address those requirements initially.

The Alden Network's Addison Horizon Senior building in Addison is now leasing and is prepared to have a ribbon cutting in early November. All committee members will receive an invitation.

13. OLD BUSINESS

No old business was discussed.

14. NEW BUSINESS

No new business was discussed.

15. ADJOURNMENT

With no further business, the meeting was adjourned at 10:13 AM.



HS Requisition under \$30,000

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

File #: 25-2545

Agenda Date: 10/21/2025

Agenda #: 6.A.



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 #: RFP- 23-072-CS	INITIAL TERM WITH RENEWALS: 1 YR + 3 X 1 YR TERM PERIODS	INITIAL TERM TOTAL COST: \$10,000.00
COMMITTEE: HUMAN SERVICES	TARGET COMMITTEE DATE: 10/21/2025	PROMPT FOR RENEWAL: 3 MONTHS	CONTRACT TOTAL COST WITH ALL RENEWALS: \$55,000.00
	CURRENT TERM TOTAL COST: \$15,000.00	MAX LENGTH WITH ALL RENEWALS: FOUR YEARS	CURRENT TERM PERIOD: SECOND RENEWAL
Vendor Information		Department Information	
VENDOR: Piedmont Global	VENDOR #: 42756	DEPT: Community Services	DEPT CONTACT NAME: Karen Graczyk
VENDOR CONTACT: Brooke Smith	VENDOR CONTACT PHONE: 703-691-6180 Ext 723	DEPT CONTACT PHONE #: 630-407-6543	DEPT CONTACT EMAIL: karen.graczyk@dupagecounty.gov
VENDOR CONTACT EMAIL: bsmith@pglsinc.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.). To provide face-to-face and telephonic interpreter services, translation services, and American Sign Language services, to assist clients in Community Services, primarily the Senior services' unit. PER RFP #23-072-CS, this is the optional second of three (3) one (1) year renewals.			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished Community Services assists clientele that speak many diverse languages. The ability to communicate effectively in order to provide necessary social services as mandated by the State of Illinois requires the assistance of interpreter services.			

SECTION 2: DECISION MEMO REQUIREMENTS

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

SECTION 3: DECISION MEMO

SOURCE SELECTION	Describe method used to select source. RFP - #23-072-CS
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). Award a renewal to PGLS Global as their proposal was cost effective and met the requirements needed to provide necessary services, which they have been fulfilling. Award contract to another vendor per proposals and pay a higher cost for services. Do not award a renewal contract and Community Services will not be able to serve all of our clients due to language barriers.

SECTION 4: SOLE SOURCE MEMO/JUSTIFICATION

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

SECTION 5: Purchase Requisition Information

<i>Send Purchase Order To:</i>		<i>Send Invoices To:</i>	
Vendor: Piedmont Global	Vendor#: 42756	Dept: Community Services	Division: All
Attn: Brooke Smith	Email: bsmith@pglsinc.com	Attn: Karen Graczyk	Email: karen.graczyk@dupagecounty.gov
Address: 1010 N. Glebe Road, Suite 450	City: Arlington	Address: 421 N. County Farm Road	City: Wheaton
State: VA	Zip: 22201	State: IL	Zip: 60187
Phone: 703-691-6180 Ext 723	Fax:	Phone: 630-407-6543	Fax: 630-407-6501
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Piedmont Global	Vendor#: 42756	Dept: Community Services	Division: ALL
Attn: Brooke Smith	Email: bsmith@pglsinc.com	Attn: Karen Graczyk	Email: karen.graczyk@dupagecounty.gov
Address: 1010 N. Glebe Road, Suite 450	City: Arlington	Address: 421 N. County Farm Road	City: Wheaton
State: VA	Zip: 22201	State: IL	Zip: 60187
Phone: 703-691-6180	Fax:	Phone: 603-407-6543	Fax: 630-407-6501
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Dec 1, 2025	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		Interpreter Services	FY26	1000	1750	53040		15,000.00	15,000.00
<i>FY is required, ensure the correct FY is selected.</i>										Requisition Total	\$ 15,000.00

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 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 Piedmont Global Language Solutions located at 1010 N. Glebe Road, STE 450, Arlington, VA 22201, hereinafter called the "CONTRACTOR", witnesseth;

The COUNTY and the CONTRACTOR have previously entered into a Contract, pursuant to Bid #23-072-CS which became effective on 10/11/2023 and which will expire 11/30/2025. 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 11/30/2026.

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

Ken Anders

PRINTED NAME

PRINTED NAME

Buyer I

VP of Operations

PRINTED TITLE

PRINTED TITLE

DATE

10/02/2025

DATE

SECTION 9 - PROPOSAL FORM

(PLEASE TYPE OR PRINT THE FOLLOWING INFORMATION)

Full Name of Offeror	PGLS, LLC
Main Business Address	1010 N. Glebe Rd
	Suite 450
City, State, Zip Code	Arlington, VA 22201
Telephone Number	(703) 691-6180 x723
Fax Number	(703) 691-6180
Proposal Contact Person	Brooke Smith - Director of BD Proposal Operations & Capture
Email Address	bsmith@pglsinc.com

The undersigned certifies that he is:



the Owner/Sole



a Member of the
Partnership



an Officer of the
Corporation



a Member of the
Joint Venture

Proprietor

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

(President or Partner)

Scott Swanson - Vice President of Sales & Marketing
(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 Manager, DuPage Center, 421 North County Farm Road, Wheaton, Illinois 60187, and all other documents referred to or mentioned in the contract documents, specifications and attached exhibits, including Addenda No. 1, _____, and _____ issued thereto;

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

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

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

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

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

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

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

PROPOSAL AWARD CRITERIA

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

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

Signature on File

(Signature and Title) Vice President of Sales & Marketing

CORPORATE SEAL
(If available)

PROPOSAL MUST BE SIGNED FOR CONSIDERATION

Subscribed and sworn to before me this _____ day of _____ AD, 2023

My Commission Expires: _____
(Notary Public)

SECTION 8 - BID FORM PRICING

Quantities provided are estimates only. Actual usage shall be on an "as-needed" basis.

NO	ITEM	UOM	QTY	PRICE	EXTENDED PRICE
Face to Face Core Languages					
1	Standard Rate	Hour	200	\$65.00	\$ 13,000
2	After Hours Rate	Hour	50	\$65.00	\$ 3,250
3	Minimum Charge	Each	1	\$ 130.00	\$ 130.00
4	Mileage Charge	Mile	1	\$ 0.65* charged at prevailing IRS mileage rate	\$ 0.65
5	Cancellation Charge	Each	1	\$ cancelled less than 24 hour prior, 2-hour minimum	\$ 130.00
Face to Face Non-Core Languages					
6	Standard Rate	Hour	100	\$65.00	\$ 6,500.00
7	After Hours Rate	Hour	25	\$65.00	\$1,625.00
8	Minimum Charge	Each	1	\$ 130.00	\$ 130.00
9	Mileage Charge	Mile	1	\$ 0.65* charged at prevailing IRS mileage rate	\$ 0.65
10	Cancellation Charge	Each	1	\$ cancelled less than 24 hour prior, 2-hour minimum	\$ 130.00
Telephonic Interpretation					
11	Standard Rate	Minute	100	\$ Spanish: \$0.59/minute All Other Languages: \$0.69/minute	\$ 69.00
12	After Hours Rate	Minute	20	\$ Spanish: \$0.59/minute All Other Languages: \$0.69/minute	\$ 13.80
13	Minimum Charge	Each	1	\$ unscheduled: no minimum scheduled: 30 minute minimum	\$ 20.70
14	Mileage Charge	Mile	1	\$ 0.00	\$ 0.00
15	Cancellation Charge	Each	1	\$ scheduled cancelled less than 24 hours prior, 30 minute minimum	\$ 20.70
Written Translation					
16	Charges by: WORD	Word	5000	0.14/word - Spanish 0.20/word - Core Language Quote per project for non-core languages	\$ 900.00
17	Charges by: PAGES	Page	500	\$ n/a	\$ n/a
18	Charges by: TIME	Hour	100	\$ 60.00 for DTP if needed	\$ 6,000.00
American Sign Language					
19	Standard Rate	Hour	100	\$ 115.00	\$ 11,500.00
20	After Hours Rate	Hour	20	\$ 115.00	\$ 2,300
21	Minimum Charge	Each	1	\$ 230.00	\$ 230.00
22	Mileage Charge	Mile	1	\$ 0.65* charged at prevailing IRS mileage rate	\$ 0.65
23	Cancellation Charge	Each	1	\$ 230.00	\$ 230.00
GRAND TOTAL					\$ 91,181.15
GRAND TOTAL ninety-one thousand, one hundred and eighty-one dollars and fifteen cents (In words)					

Pricing is approved by:

Brooke Smith

Dated: June 27, 2023



THE COUNTY OF DUPAGE
FINANCE - PROCUREMENT
INTERPRETER, TRANSLATOR, TRANSLATION & AMERICAN SIGN LANGUAGE SERVICES 23-072-CS
BID TABULATION

✓ ✓												
Criteria	Available Points	Piedmont /PGLS	DuPage Federation on Human Services Reform	Interpretnet	Globo	Acutrans, Inc.	Homeland Language Services	Cal Interpreting & Translation	Traduce LLC	Linguistica International	Languagers.com	Global Language Services
Firm Qualifications	30	28	29	28	29	24	27	24	17	23	16	16
Key Qualifications	20	19	19	19	19	16	19	17	12	16	10	11
Project Understanding	20	19	19	18	19	16	18	16	12	15	13	10
Price	30	25	20	18	16	26	14	19	30	17	25	10
Total	100	91	85	83	83	81	77	75	71	70	64	46

Fee and Rate Proposal	\$ 33,281.15	\$ 42,498.31	\$ 47,395.98	\$ 52,966.90	\$ 32,737.00	\$ 61,386.07	\$ 45,151.65	\$ 27,863.25	\$ 49,445.00	\$ 33,977.57	\$ 83,100.00
Percentage of points	84%	66%	59%	53%	85%	45%	62%	100%	56%	82%	34%
Points awarded (wtd against lowest price)	25	20	18	16	26	14	19	30	17	25	10

NOTES
1. Day Translations Inc. is deemed non-responsive for not submitting requested pricing.
2. Language Line Services, Inc. is deemed non-responsive for not submitting requested pricing.
3. Transfective Language Services LLC is deemed non-responsive for not submitting requested pricing.
4. Grand Totals were recalculated to account for internal usage estimates for the following bidders: Traduce LLC, Piedmont /PGLS, Acutrans, Inc., DuPage Federation on Human Services Reform, Global Language Services, Globo, Homeland Language Services, Interpretnet, Languagers.com, and Linguista International.

RFP Posted on 06/02/2023	
Bid Opened On 06/27/2023, 2:30 PM CST by	DW, MP
Invitations Sent	24
Total Requesting Documents	4
Total Bid Responses Received	14



REQUIRED VENDOR ETHICS DISCLOSURE STATEMENT

Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	23-072-CS
COMPANY NAME:	PGLS, LLC dba Piedmont Global Language Solutions
CONTACT PERSON:	Brooke Smith
CONTACT EMAIL:	bsmith@pgls.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: Brooke Smith

Signature **Signature on File** _____

Title: Director of Proposals & Growth Solutions

Date: October 03, 2025



Care Center Resolution

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

File #: HS-R-0018-25

Agenda Date: 10/21/2025

Agenda #: 7.A.

DUPAGE CARE CENTER RATE INCREASE

WHEREAS the cost per person for care and services to residents at the DuPage Care Center has increased since the rates were last adjusted by Resolution HS-R-0018-24 approved October 22, 2024, and

WHEREAS it is necessary that the charges per person for care and select services be changed to offset the costs for such care and services and be in conjunction with the increased Medicaid Rate.

NOW, THEREFORE BE IT RESOLVED by the DuPage County Board that, effective December 1, 2025, the charges per patient day at the DuPage Care Center will be changed from \$468.00 per day to \$487.00 per day for Standard Custodial Care and from \$487.00 per day to \$506.00 per day for Alzheimer's Special Care and from \$668.00 per day to \$695.00 per day for Post-Acute Care, and \$400.00 per day for Respite Care.

BE IT FURTHER RESOLVED by the DuPage County Board that for the Private Pay residents residing at the DuPage Care Center as of November 30, 2023, the above rates will be contractually adjusted to only reflect a 4% increase of rates as per Resolution HS-R-008-24 approved October 22, 2024.

Enacted and approved this 28th day of October, 2025 at Wheaton, Illinois.

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____

JEAN KACZMAREK, COUNTY CLERK



Care Center Requisition \$30,000 and Over

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

File #: HS-P-0050-25

Agenda Date: 10/21/2025

Agenda #: 7.B.

AWARDING RESOLUTION ISSUED TO
METROPOLITAN INDUSTRIES INCORPORATED
TO PROVIDE, FURNISH AND INSTALL A METROPOLITAN "METRO-PUMP" SYSTEM
FOR THE DUPAGE CARE CENTER
(CONTRACT TOTAL NOT TO EXCEED \$51,220.00)

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 Metropolitan Industries, Inc., to provide , deliver and install a Metropolitan "Metro-Prime" pump system, for the period of October 28, 2025 through October 27, 2026, for the DuPage Care Center.

NOW, THEREFORE BE IT RESOLVED, that County Contract, covering said, to provide, furnish, and install a Metropolitan "Metro-Prime" pump system for the period of October 28, 2025 through October 27, 2026 for the DuPage Care Center, be, and it is hereby approved for issuance of a contract by the Procurement Division to, Metropolitan Industries, Inc., 37 Forestwood Drive, Romeoville, Illinois 60446-1343, for a contract total amount not to exceed \$ 51,221.00. Pursuant to 55 ILCS 5/5-1022 (c) not suitable for competitive bids. (Sole provider manufacturer.)

Enacted and approved this 28th day of October, 2025 at Wheaton, Illinois.

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____
JEAN KACZMAREK, COUNTY CLERK



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

SECTION 1: DESCRIPTION

General Tracking		Contract Terms	
FILE ID#: 25-2341	RFP, BID, QUOTE OR RENEWAL #:	INITIAL TERM WITH RENEWALS: OTHER	INITIAL TERM TOTAL COST: \$51,220.00
COMMITTEE: HUMAN SERVICES	TARGET COMMITTEE DATE: 10/21/2025	PROMPT FOR RENEWAL:	CONTRACT TOTAL COST WITH ALL RENEWALS: \$51,220.00
	CURRENT TERM TOTAL COST: \$51,220.00	MAX LENGTH WITH ALL RENEWALS: ONE YEAR	CURRENT TERM PERIOD: INITIAL TERM
Vendor Information		Department Information	
VENDOR: Metropolitan Industries, Inc.	VENDOR #:	DEPT: DuPage Care Center	DEPT CONTACT NAME: Nick Jensen
VENDOR CONTACT: Kent Swanson	VENDOR CONTACT PHONE: 815-886-9200	DEPT CONTACT PHONE #: 630-784-4435	DEPT CONTACT EMAIL: Nicholas.Jensen@dupagecounty.gov
VENDOR CONTACT EMAIL: kswanson@metropolitanind.com	VENDOR WEBSITE: metroplitanind.com	DEPT REQ #: 7537	
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 Metropolitan Industries, Inc., to provide, deliver & install a Metropolitan "Metro-Prime" pump system for the DuPage Care Center, for the period October 28, 2025 through October 27, 2026, for a total contract amount not to exceed \$51,220.00, per Single Source per DuPage Ordinance, Section 2-350 (manufacturer)			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished Replacement pumps for the underground pit area at the DuPage Care Center. The current pumps are no longer operable and currently have temporary undersized storm water ejector pumps in place and are manually testing pumps to ensure are properly working.			

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. The replacement pumps are surface pumps versus underground pit pumps.
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. FM plumbers researched and put out quotes, this vendor was the only vendor that offered this product
AVAILABILITY	Describe steps taken to verify that these features are not available elsewhere. Included a detailed list of all products or services by brand/manufacturer examined and include names, phone numbers, and emails of people contacted.

SECTION 5: Purchase Requisition Information			
<i>Send Purchase Order To:</i>		<i>Send Invoices To:</i>	
Vendor: Metropolitan Industries, Inc.	Vendor#:	Dept: DuPage Care Center	Division: DuPage Care Center
Attn: Kent Swanson	Email: kswanson@metropolitanind.com	Attn: Nick Jensen	Email: Nicholas.Jensen@dupagecounty.gov
Address: 37 Forestwood Drive	City: Romeoville	Address: 400 N. County Farm Road	City: Wheaton
State: IL	Zip: 60446-1343	State: IL	Zip: 60187
Phone: 815-886-9200	Fax:	Phone: 630-784-4435	Fax:
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Metropolitan Industries	Vendor#:	Dept: DuPage Care Center	Division: Facilities Management
Attn: Kent Swanson	Email: kswanson@metropolitanind.com	Attn: Nick Jensen	Email: Nicholas.Jensen@dupagecounty.gov
Address: 37 Forestwood Drive	City: Romeoville	Address: 400 N. County Farm Road	City: Wheaton
State: IL	Zip: 60446-1343	State: IL	Zip: 60187
Phone: 815-886-9200	Fax:	Phone: 630-784-4435	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): October 28, 2025	Contract End Date (PO25): October 27, 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		2 Model 35MKPC300 self-priming pumps with 4-inch discharge, duplex control panel, alternator switch, basin cover and check valves & gate valves for the DuPage Care Center	FY25	1200	2040	54010		51,220.00	51,220.00
<i>FY is required, ensure the correct FY is selected.</i>										Requisition Total	\$ 51,220.00

Comments	
HEADER COMMENTS	Provide comments for P020 and P025. Recommendation for the approval of a contract purchase order to Metropolitan Industries, Inc., to provide, deliver & install a Metropolitan "Metro-Prime" pump system for the DuPage Care Center, for the period October 28, 2025 through October 27, 2026, for a total contract amount not to exceed \$51,220.00, per Single Source, per DuPage Ordinance, Section 2-350 (manufacturer)
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO. October 21, 2025 Human Service Committee October 28, 2025 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.



PUMP COMPANY

A Division of METROPOLITAN INDUSTRIES, INC.
37 FORESTWOOD DR. • ROMEOVILLE, IL 60446-1343
PH (815) 886-9200 • FAX (815) 886-4573
www.metropolitanind.com

TO: Mr. Kirk Koneiczka
DuPage County Facilities Management
421 N. County Farm Road
Wheaton, IL 60187

PROJECT: DuPage Care Center
Wheaton, IL

BIDS DUE: For Purchase

ENGINEER:

TURNKEY INSTALLATION CONTRACT PROPOSAL

We are pleased to provide a quotation for the following complete "Turnkey-Installation Contract", to install a Metropolitan "Metro-Prime" pump system: Metropolitan proposes to provide all necessary materials and labor to perform the following: Remove the existing pumps and controls. Install the new pumps as required and start-up as a complete turnkey project.

ITEM	QTY	DESCRIPTION
1	1	New Equipment to Include: - Qty. (2) Model 35MPC300 self-priming pumps with 4-inch discharge. Each pump is close coupled to a TEFC motor rated 208-Volt, 3-Phase, 1150-RPM, 3-HP. - Qty. (1) U.L. listed duplex control panel with main disconnect, overloads, H-O-A switches, circuit breakers, Ion Intellipump smart logic controller, and high water alarm. Factory wired & tested in a NEMA-3R wall mounted enclosure. - Qty. (1) Mechanical alternator switch with stainless steel float ball and rod. - Qty. (1) 54-inch diam. steel basin cover with all required openings. - Qty. (2) 4-inch check valves & gate valves with 4-inch piping as required from new pumps to existing.
2	1	Scope of Work - The existing pumps, controls, valves, and piping will be disconnected. Existing temporary pump will be utilized during this time. - The new self-priming pumps will be installed with new cover, valves and piping as required. - The new control panel will be mounted to wall and wired to existing power feeder. - The new pumps and float switches will be wired to the control system - After installation is complete Metropolitan will start-up and test operation of new pump system. - All plumbing and electrical installation is included.

Cost to furnish & install pumps and accessories as described above is:.....\$51,220.00

Note: Unless otherwise noted above:

Taxes, permits, fees, payment & performance bonds are not included in price. Overtime is not included; work to be completed during normal business hours (except as noted). Price is FOB Destination, freight is included. Price includes one start-up trip per system. Additional service shall be billed at "Current Labor-Rates". Metropolitan's standard 12-Month warranty applies. Existing electrical feed to pumps is assumed adequate for the new pumps with no allowance for increased service. MBE, WBE, and Residency Requirements not included. Pricing firm for purchase & release within 30-Days only. Price-Escalation may apply: Price in effect at time of release to production.

TERMS: Net 60, in accordance with the provisions of the Illinois Local Government Prompt Payment Act, 50 ILCS 505/1 et. seq.

THIS QUOTATION, SUBJECT TO THE CONDITIONS ON THE REVERSE SIDE HEREOF, MAY BE ACCEPTED ONLY BY SIGNING ONE COPY OF THIS QUOTATION AND RETURNING IT TO METROPOLITAN PUMP CO. NOT LATER THAN THE DATE INDICATED ON THE FACE HEREOF AFTER WHICH THIS QUOTATION IS VOID. THIS QUOTATION AFTER ACCEPTANCE BY BUYER MAY BE CANCELLED BY EITHER PARTY WITH NO PENALTY ONLY IF ENGINEER FAILS TO APPROVE SELLERS APPROVAL BROCHURE.

ACCEPTED:

QUOTE NO: 1124C21265 **SUBMITTED:** 9/9/25

FIRM: _____

THIS QUOTATION VOID AFTER: 90 Days

Signature on File

BY: _____

PREPARED BY:

TITLE: _____

Kent Swanson

DATE: _____

STANDARD CONDITIONS OF SALE
(Domestic Shipments)

1. TERMS

Standard terms are net -sixty days from date of invoice in accordance with the provisions of the Illinois Local Government Prompt Payment Act, 50 ILCS 505/1 et seq. Products are sold F.O.B. Destination at Purchaser's address unless otherwise stated. Interest on overdue accounts shall accrue at the rate provided for by the Illinois Local Government Prompt Payment Act (50 ILCS 505/1 et seq.)

Quotations are subject to acceptance within thirty days from the date, and in the interim, are subject to changes in price or other particulars upon notice.

All offers to purchase, quotations, and contracts of sales are subject to final acceptance by Metropolitan Pump (hereinafter called the Company) at its office at Romeoville IL; and shall be and constitute an Illinois Contract, subject to the laws of the State of Illinois.

2. SALES AND SIMILAR TAXES

Applicable Sales, use, occupational, excise, or other similar taxes are not included in the prices quoted and if this transaction is subjected to any such tax by any taxing authority whatever, the same must be added to the purchase price. Purchaser may provide Company proof of state and federal tax exemption upon request.

3. DELIVERIES

Neither party shall be under any liability for failure to make deliveries where such failure to deliver may be due to fires, strikes, accidents, labor or transportation difficulties, car shortage, failure to obtain deliveries of materials, action of any State, Federal or local governments or other causes beyond the Party's reasonable control.

4. ESTIMATED SHIPPING WEIGHTS

The Company will not be responsible for the accuracy of shipping weights submitted in quotations, as these weights are estimated weights, for use in computing probable freight charges.

5. GUARANTEES

RATED OUTPUT

The Company guarantees that the apparatus manufactured by it will deliver successfully its output as indicated on the nameplate, provided such apparatus is properly installed and maintained, correctly lubricated, operated under normal conditions and with competent supervision.

REPLACEMENT OF DEFECTIVE MATERIAL

Any parts which show faulty workmanship or material will be repaired or replaced without charge. F.O.B. Destination as to company's works, provided such defects develop under normal and proper use within three months after date of shipment and provided Purchaser shall give notice in writing to the Company and a chance to inspect such defects before repairing or altering the product in any way. The correction of such defects by repair or replacement by the Company shall constitute a fulfillment of its obligation to the Purchaser.

NON-LIABILITY FOR LOSS OR DAMAGE

The Company will not be responsible for or liable for any loss or damage resulting from improper storage or handling prior to placing the apparatus in service and will not assume any responsibility, expense or liability for repairs made outside its works without proper written consent of the Company. The Company will not be responsible or liable for any damage or loss resulting from installation or operation in any manner not complying with installation or operating instructions or drawings or with the ratings marked thereon.

CONTINGENT LIABILITY

The Company will not be responsible or liable in any way for consequential damage or contingent liability resulting from nondelivery, late delivery, function, malfunction or nonfunction or any equipment sold hereunder or resulting from any service provided or from malfeasance or nonfeasance of any service provided hereunder not to exceed twice the total amount(s) paid by Purchaser pursuant to this agreement.

6. CHANGES

In event the Purchaser finds it necessary to make changes in the work to be performed hereunder, he may do so only by written order. If such changes cause an increase or decrease in the amount due for apparatus sold hereunder, or in the time required for completion of resulting order, an equitable adjustment shall be made and the order shall be modified accordingly. All changes shall comply with the Illinois Criminal Code, 720 ILCS 5/33E-9.

7. TERMINATION

In the event the Purchaser, due to good and sufficient cause, desires to effect cancellation of sales or services sold hereunder, notice shall be given in writing to the Company.

The Company shall thereupon, as directed, cease work and deliver to the Purchaser all completed and partially completed articles and materials and work in process. The Purchaser shall pay the Company the following:

(a) The price provided in the order for all articles or materials which have been completed prior to termination.

(b) Actual expenditures made by the Company in connection with the incompleting portion of the order, including reasonable cancellation charges paid by the Company for which it may be liable on account of commitments made under the order.

Deferred deliveries are subject to Company's approval. Should the Purchaser for good and sufficient cause desire that we hold up or defer deliveries until some later date, same shall be acceptable on the following conditions only:

(c) Deferral period is not to exceed sixty days, at the end of which time, if no release is given, Company reserves the right to render invoice and make shipment of the completed portion of order to destination specified in Purchaser's order, or to warehouse such apparatus at Purchaser's expense.

(d) On the incompleting portion of the order, if release is not given by the Purchaser at the expiration of sixty days, the Company reserves the right to make a cancellation charge on the same conditions and terms of payment as outlined above under "Termination".

8. PATENTS

The Company certifies that to the best of its knowledge the apparatus sold hereunder does not infringe any Letters Patent granted to others by the United States of America or by any country foreign thereto. The Company does not assume any responsibility or liability for any claim of infringement brought against the Purchaser, its successors, assigns, customers or users of its product.

9. PAYMENTS

If, in the judgment of the Company, the financial condition of the Purchaser at any time does not justify continuance of the production or shipment on the terms of payment specified, the Company may require full or partial payment in advance.

Pro rata payments shall become due as shipments are made. If shipments are delayed by the Purchaser, payments shall become due from date when the Company is prepared to make shipment. If manufacture is delayed by the Purchaser, payment shall be made based on the contract price and the percentage of completion. Apparatus held for the Purchaser shall be at the risk and expense of the Purchaser.

10. FEDERAL AND STATE LAWS

The Company, to the best of its knowledge, is complying with The Fair Labor Standards Act, Public Contracts Act and all other applicable State and Federal Laws, and the orders and regulations issued thereunder.

11. GENERAL

There are no understandings, agreements or warranties, either verbal or written, relating to the apparatus sold hereunder that are not fully expressed herein and no change in the terms hereof may be made except by a writing signed by both parties.

No statement, recommendation or assistance made or offered by Company through its representatives to the Purchaser or his representatives in connection with the use of any product sold by us shall be or constitute a waiver by Company of any of the provisions hereof or change the Purchaser's liability as herein defined.

Seller represents that with respect to the production of the articles and/or the performance of the services covered by this proposal, it has fully complied with Section 12 (a) of the fair labor standards act of 1938 as amended.

Metropolitan

Metropolitan Pump Co.
Metropolitan Marketing
Metropolitan Equipment



Industries, Inc.

37 FORESTWOOD DRIVE ROMEOVILLE, ILLINOIS 60446-1343
(815) 886-9200 Outside IL (800) 323-1665 Fax (815) 886-4573 www.metropolitanind.com

September 22, 2025

Mr. Nicholas Jensen
DuPage County
421 N. County Farm Road
Wheaton, IL 60187

Subject: Sole Source Justification – Metropolitan Industries, Inc.

Mr. Jensen,

This letter serves as a sole source justification for the purchase of equipment and services from Metropolitan Industries, of Romeoville, IL. Metropolitan Industries is the sole manufacturer and supplier of the duplex sump pump system, control panel, and components specified for this project.

The new duplex sump pump system will include all controls, pumps, and motors and will be furnished by one equipment supplier, Metropolitan Industries. Metropolitan Industries shall have responsibility for the complete and proper operation of the new pumping equipment and control equipment as furnished. Metropolitan Industries will furnish a factory trained service technician for start-up and shall include operating instruction to the operators.

Due to these unique capabilities and the lack of authorized alternative suppliers, procurement from another source is not feasible.

If you have any further questions, please do not hesitate to contact me.

Respectfully,

Kent Swanson
Metropolitan Industries, Inc.

Engineering



Manufacturing



Service



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:	Care Center Building Quotation
COMPANY NAME:	Metropolitan Industries, Inc.
CONTACT PERSON:	Diane Ahrendt
CONTACT EMAIL:	dahrendt@metropolitanind.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: Diane Ahrendt

Signature: Signature on File

Title: Vice President

Date: September 24, 2025



Care Center Requisition \$30,000 and Over

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

File #: HS-P-0051-25

Agenda Date: 10/21/2025

Agenda #: 7.C.

AWARDING RESOLUTION ISSUED TO
VALDES SUPPLY
FOR RESTROOM TISSUE, PAPER TOWELS AND FACIAL TISSUE (GROUP 2)
FOR THE DUPAGE CARE CENTER
(CONTRACT TOTAL AMOUNT \$69,000.00)

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

WHEREAS, the Human Services Committee recommends County Board approval for the issuance of a contract to Valdes Supply, for restroom tissue, paper towels and facial tissue (group 2), for the period of December 1, 2025 through November 30, 2026, for the DuPage Care Center.

NOW, THEREFORE BE IT RESOLVED, that said contract is for restroom tissue, paper towels and facial tissue (group 2), for the period of December 1, 2025 through November 30, 2026 for the DuPage Care Center per bid renewal #22-112-FM, be, and it is hereby approved for the issuance of a contract purchase order by the Procurement Division to Valdes Supply, 667 Chaddwick Drive, Wheeling, Illinois 60090, for a contract total amount of \$69,000.00.

Enacted and approved this 28th day of October, 2025 at Wheaton, Illinois.

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____

JEAN KACZMAREK, COUNTY CLERK



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

SECTION 1: DESCRIPTION

General Tracking		Contract Terms	
FILE ID#: 25-2487	RFP, BID, QUOTE OR RENEWAL #: 22-112-FM	INITIAL TERM WITH RENEWALS: 1 YR + 3 X 1 YR TERM PERIODS	INITIAL TERM TOTAL COST: \$98,808.00
COMMITTEE: HUMAN SERVICES	TARGET COMMITTEE DATE: 10/21/2025	PROMPT FOR RENEWAL: 3 MONTHS	CONTRACT TOTAL COST WITH ALL RENEWALS: \$325,808.00
	CURRENT TERM TOTAL COST: \$69,000.00	MAX LENGTH WITH ALL RENEWALS: FOUR YEARS	CURRENT TERM PERIOD: THIRD RENEWAL
Vendor Information		Department Information	
VENDOR: Valdes Supply	VENDOR #: 36338	DEPT: DuPage Care Center	DEPT CONTACT NAME: Vinit Patel/Annabel Leonida
VENDOR CONTACT: Shahir Ahmed	VENDOR CONTACT PHONE: 847-657-6000	DEPT CONTACT PHONE #: 630-784-4273/630-784-4250	DEPT CONTACT EMAIL: vinit.patel@dupagecounty.gov/ annabel.Leonida@dupagecounty.gov
VENDOR CONTACT EMAIL: shahir.ahmed@valdessupply.com	VENDOR WEBSITE:	DEPT REQ #: 7541	

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 for restroom tissue, paper towels and facial tissue (group 2), as needed for the DuPage Care Center, for the period December 1, 2025 through November 30, 2026, for a contract total not to exceed \$69,000.00, under bid renewal #22-112-FM, third and final optional renewal.

JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished
Paper towels and facial tissue are necessary supplies in providing care to the residents of the DPCC. The nurses keep a supply of these products on their medication carts to be used in the administration of medications. Residents are provided with facial tissues to keep at their bedside for personal use. Hard roll towels and restroom tissue are necessary to be provided in all of the washrooms to meet IDPH Health and safety standards for infection control.

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

SECTION 3: DECISION MEMO

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

SECTION 4: SOLE SOURCE MEMO/JUSTIFICATION

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

SECTION 5: Purchase Requisition Information

<i>Send Purchase Order To:</i>		<i>Send Invoices To:</i>	
Vendor: Valdes Supply	Vendor#: 36388	Dept: DuPage Care Center	Division: Environmental Concerns
Attn: Shahir Ahmed	Email: shahir.ahmed@valdessupply.com	Attn: Vinit Patel	Email: vinit.patel@dupagecounty.gov
Address: 667 Chaddwick Drive	City: Wheeling	Address: 400 N. County Farm Road	City: Wheaton
State: IL	Zip: 60090	State: IL	Zip: 60187
Phone: 847-657-6000	Fax:	Phone: 630-784-4273	Fax:
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Valdes Supply	Vendor#: 36388	Dept: DuPage Care Center	Division:
Attn: Shahir Ahmed	Email: shahir.ahmed@valdessupply.com	Attn:	Email: vinit.patel@dupagecounty.gov
Address: 667 Chaddwick Drive	City: Wheeling	Address: 400 N. County Farm Road	City: Wheaton
State: IL	Zip: 60090	State: IL	Zip: 60187
Phone: 847-657-6000	Fax:	Phone: 630-784-4273	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): December 1, 2025	Contract End Date (PO25): November 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		Restroom tissue & hard roll towels for Environmental Services	FY26	1200	2035	52280		60,000.00	60,000.00
2	1	EA		Facial Tissue, multi fold paper towels & perforated roll towels for the Nursing Department	FY26	1200	2050	52200		9,000.00	9,000.00
<i>FY is required, ensure the correct FY is selected.</i>										Requisition Total	\$ 69,000.00

Comments	
HEADER COMMENTS	Provide comments for P020 and P025. Recommendation for the approval for restroom tissue, paper towels and facial tissue (group 2), as needed for the DuPage Care Center, for the period December 1, 2025 through November 30, 2026, for a contract total not to exceed \$69,000.00, under bid renewal #22-112-FM, third and final 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. October 21, 2025 Human Services Committee October 28, 2025 County Board
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 Valdes LLC dba Valdes Supply located at 667 Chaddick Drive, Wheeling, IL 60090, hereinafter called the "CONTRACTOR", witnesseth;

The COUNTY and the CONTRACTOR have previously entered into a Contract, pursuant to Bid #22-112-FM which became effective on 12/1/2022 and which will expire 11/30/2025. 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 11/30/2026.

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

SIGNATURE

Sara Rogers

PRINTED NAME

Buyer I

PRINTED TITLE

DATE

CONTRACTOR

SIGNATURE

Shahir Ahmed

PRINTED NAME

President

PRINTED TITLE

09/25/2025

DATE



THE COUNTY OF DUPAGE
FINANCE - PROCUREMENT
FURNISH & DELIVER PAPER PRODUCTS (RESTROOM TISSUE, PAPER TOWELS, ETC.) 22-112-FM
BID TABULATION

				All American Paper Co.		Central Poly Bag Corp.		Garvey's Office Products		Laport Inc.		Malor & Company Inc.		Standard Company		Valdes LLC	
NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE
Item A - Conventional Size Restroom Tissue																	
1	SCA Tork #TM1616 500 shts/rl, 96 rls/cs, 4.00" length sheet size	CS	1,800					\$ 55.00	\$ 99,000.00			\$ 59.81	\$ 107,658.00	\$ 44.14	\$ 79,452.00		
2	Cascades North River #4064 500 shts/rl, 96 rls/cs, 4.00" length sheet size	CS	2,105														
3	Bedford Paper #SBT-503 500 shts/rl, 96 rls/cs, 3.75" length sheet size	CS	1,595														
4	Bedford Paper #SBT-501 500 shts/rl, 96 rls/cs, 3.50" length sheet size	CS	1,900													\$ 39.41	\$ 74,879.00
5	Other: LaPort - Kruger 0575 96/500 2-ply All American Paper Co. - GJO2550096 Central Poly Bag Corp. - Resolute #235 4.4"x3.5", 2 ply, 500 sheets, 96 rolls/case	CS	1,595	\$ 50.60	\$ 80,707.00	\$ 60.00	\$ 95,700.00			\$ 39.44	\$ 62,906.80						
Item B - 9" Jumbo Junior Size Restroom Tissue																	
6	Tork USA #TJ0922A 1000'/rl, 12 rls/cs, 3.50" length sheet size	CS	590					\$ 43.00	\$ 25,370.00			\$ 49.00	\$ 28,910.00				
7	Kruger Products Embassy #05620 1000'/rl, 8 rls/cs 3.50" length sheet size	CS	880														
8	Kimberly Clark/Scott Essential #07805 1000'/rl, 12 rls/cs 3.55" length sheet size	CS	590														
9	Cascades North River #4097 1000'/rl, 12 rls/cs 3.50" length sheet size	CS	590														
10	Bedford Paper #JRT-404 1000'/rl, 12 rls/cs 3.30" length sheet size	CS	590							\$ 25.98	\$ 15,328.20			\$ 32.56	\$ 19,210.40	\$ 25.08	\$ 14,797.20
11	Other: All American Paper Co. - GJO2510012 Central Poly Bag Corp. - Resolute #700, 3.4"x1000' 2 ply, G, 12 rolls/cs	CS	590	\$ 36.45	\$ 21,505.50	\$ 29.99	\$ 17,694.10										

				All American Paper Co.		Central Poly Bag Corp.		Garvey's Office Products		Laport Inc.		Malor & Company Inc.		Standard Company		Valdes LLC	
NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE
Item C - Multi-Fold Paper Towels																	
12	Tork USA Premium #MB540A / 420580 250 towels/pk,12 pks/cs, 9" x 10"sheet	CS	2,838	\$ 34.30	\$ 97,343.40			\$ 33.00	\$ 93,654.00			\$ 49.00	\$ 139,062.00	\$ 23.31	\$ 66,153.78		
13	Kruger Embassy Premium #01540 334 towels/pk, 12 pks/cs, 9" x 9.5" sheet	CS	2,838														
14	Kruger White Swan Classic #01920 334 towels/pk, 12 pks/cs, 9" x 9.5" sheet	CS	2,838							\$ 21.65	\$ 61,442.70						
15	Bedford Paper #MF101 250 towels/pk, 16 pks/cs, 9.25" x 9.50" sheet	CS	2,838													\$ 21.00	\$ 59,598.00
16	Cascades North River #1342 250 towels/pk, 16 pks/cs, 9.10" x 9.50"	CS	2,838														
17	Scott Essential #01840 250 towels/pk,16 pks/cs, 9.20" x 9.40"	CS	2,838														
18	Other: Central Poly Bag Corp. - Maral #P2003, 9.25"x9.5" 16/250/cs (4000)	CS	2,838			\$ 34.00	\$ 96,492.00										
Item D - Conventional Size Restroom Tissue																	
19	Wausau Bay West Eco Soft #54000 500 shts/rl, 96 rls/cs, 4.00" length sheet size	CS	712					\$ 55.00	\$ 39,160.00			\$ 59.00	\$ 42,008.00				
20	SCA Tork #TM1616 500 shts/rl, 96 rls/cs, 4.00" length sheet size	CS	712											\$ 44.14	\$ 31,427.68		
21	Cascades North River #4064 500 shts/rl, 96 rls/cs, 4.00" length sheet size	CS	712														
22	Atlas #A250 500 shts/rl, 96 rls/cs, 4.50" sheet size	CS	634														
23	Bedford Paper #SBT-501 500 shts/rl, 96 rls/cs, 3.50" length sheet size	CS	712													\$ 39.41	\$ 28,059.92
24	Other: Laport Inc. - Kruger 0575 96/500 2-ply All American Paper Co. - GJO2550096 Central Poly Bag Corp. - Resolute #235, 4.4"x3.5", 2 ply, 500 sheets, 96 rolls/cs	CS	712	\$ 50.60	\$ 36,027.20	\$ 60.00	\$ 42,720.00			\$ 39.44	\$ 28,081.28						
Item E - Multi-Fold Paper Towels																	
25	Georgia Pacific Blue Basic (Previously Acclaim) #20204 250 towels/pk,16 pks/cs, 9.4" x 9.2" sheet	CS	194									\$ 29.21	\$ 5,666.74				
26	Kimberly Clark Scott Essential #01804 250 towels/pk, 16 pks/cs, 9.2" x9.4" sheet	CS	194														
27	Tork USA Premium #MB540A / 420580 250 towels/pk,12 pks/cs, 9" x 10"sheet	CS	194	\$ 34.30	\$ 6,654.20			\$ 33.00	\$ 6,402.00					\$ 28.31	\$ 5,492.14		
28	Cascades Décor #1759 250 towels/pk,16 pks/cs, 9" x 9.5" sheet	CS	194														
29	Tork USA #CB530 250 towels/pk, 16 pks/cs, 10.13" x 12.75" sheet	CS	194														
30	Bedford Paper #MF101 250 towels/pk, 16 pks/cs, 9.25" x 9.50" sheet	CS	194													\$ 21.00	\$ 4,074.00
31	Other: Laport Inc. - Kruger 01920 MF White 4,000/cs Central Poly Bag Corp. - Marcal #P2003, 9.5" x 9.25" 16/250/cs (4000)	CS	194			\$ 34.00	\$ 6,596.00			\$ 21.65	\$ 4,200.10						

				All American Paper Co.		Central Poly Bag Corp.		Garvey's Office Products		Laport Inc.		Malor & Company Inc.		Standard Company		Valdes LLC	
NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE
Item F - Perforated Roll Towels																	
32	Wausau Bay West Eco Soft #41090 90 shts/rl, 30 rls/cs,11" x 9" sheet	CS	166									\$ 70.00	\$ 11,620.00				
33	Georgia Pacific Blue (formally Preference) #27385 85 shts/rl, 20 rls/cs, 11" x 8.8" sheet	CS	270														
34	Kimberly Clark Scott #41482 128 shts/rl, 20 rls/cs, 11" x 8.75"	CS	180														
35	Tork USA Universal #HB1995 210 shts/rl, 12 rls/cs, 11" x 9" sheet	CS	222					\$ 39.00	\$ 8,658.00								
36	Kruger White Swan #01656 80 shts/rl, 30 rls/cs, 10.9" x 8.6" sheet	CS	184							\$ 23.23	\$ 4,274.32						
37	Bedford Paper #HHT085 85 sheets/rl, 30 rls.cs, 8" x 11" sheet	CS	194											\$ 34.38	\$ 6,669.72	\$ 22.49	\$ 4,363.06
38	Other: All American Paper Co. - GJO25012 Central Poly Bag Corp. - Marcal #06350, 11x8 2 ply, 85 sheets, 30/cs	CS	194	\$ 32.70	\$ 6,343.80	\$ 36.00	\$ 6,984.00										
Item G - Boxed Facial Tissue (Large)																	
39	Marcal Sani-Hanks #682 40 shts/bx, 200 bx/cs, 7.5" sheet size	CS	96				No Bid		No Bid			\$ 39.00	\$ 3,744.00		No Bid		
40	Kruger Products White Swan #08500 80 shts/bx, 135 bx/cs, 8.0" sheet size	CS	72				No Bid		No Bid	\$ 72.45	\$ 5,216.40				No Bid		
41	Sani Facial Tissue #MoreX 40 shts/bx, 200 bx/cs, 7.88" sheet size	CS	96				No Bid		No Bid						No Bid		
42	Other: Valdes - Sani Facial Tissue #MoreX 40 shts/bx All American Paper Co. - GPCW 548550	CS	80	\$ 40.30	\$ 3,224.00		No Bid		No Bid						No Bid	\$ 45.00	\$ 3,600.00
Item H - Boxed Facial Tissue (Large)																	
43	Wausau Bay West Eco Soft #13000 100 shts/bx, 30 bxs/cs, 8" sheet size	CS	24					\$ 29.00	\$ 696.00			\$ 50.00	\$ 1,200.00		No Bid		
44	Georgia-Pacific Preference #48100 100 shts/bx, 30 bxs/cs, 8" sheet size	CS	24												No Bid		
45	Kruger Products White Swan #08301 100 shts/bx, 30 bxs/cs, 7.4" sheet size	CS	24							\$ 21.50	\$ 516.00				No Bid		
46	Cascades North River #4082 100 shts/bx, 30 bxs/cs, 7.5" sheet	CS	24												No Bid		
47	Georgia Pacific #GP47410 100 sheets/bx, 30 bxs/cs, 8.00" sheet	CS	24												No Bid	\$ 19.50	\$ 468.00
48	Other: All American Paper Co. - MRC2930CT Central Poly Bag Corp. - Central Poly# 2930 8.5x7.5; 2 ply, 100/bx, 30/cs	CS	24	\$ 21.00	\$ 504.00	\$ 39.00	\$ 936.00										
Item I - Hard Roll Paper Towels																	
49	Kleenex #11090 White 1 ply, 8" x 600', 6 rls/cs, 3,600 ft/cs	CS	3,400				No Bid	\$ 75.00	\$ 255,000.00			\$ 49.00	\$ 166,600.00				
50	Georgia Pacific #280-55 Pref Ultra White 1 ply, 7.87" x 600', 12 rls/cs, 7,200 ft/cs	CS	1,728				No Bid										
51	Kruger Embassy Supreme #01240 White 1 ply, 8" x 600', 6 rls/cs, 3,600 ft/cs	CS	3,400				No Bid										
52	Bedford Paper #HWTW552 White 1 ply, 7.81" x 800', 6 rls/cs, 4,800ft/cs	CS	3,400	\$ 48.30	\$ 164,220.00		No Bid			\$ 29.59	\$ 100,606.00			\$ 33.82	\$ 114,988.00	\$ 26.75	\$ 90,950.00
					\$ 416,529.10			\$ 267,122.10		\$ 527,940.00		\$ 282,571.80		\$ 506,468.74		\$ 323,393.72	\$ 280,789.18

NOTES

1. Contractor shall provide only one (1) response per item.

Bid Opening 10/4/2022 @ 2:30 PM	DW, NE, YQ
Invitations Sent	24
Total Vendors Requesting Documents	0
Total Bid Responses	7

SECTION 7 - BID FORM PRICING

Contractor shall provide only one (1) response per Item. For example, Item A – Conventional Size Restroom response shall only include a response for either A-1, A-2, A-3, etc. No multiple bids per item are allowed.

GROUP 1 - EAST CAMPUS

Item A - Conventional Size Restroom Tissue					
NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE
1	SCA Tork #TM1616 500 sheets/rl, 96 rls/cs, 3.75" length sheet size	CS	1,800		\$ -
OR					
2	Cascades North River #4064 500 sheets/rl, 96 rls/cs, 4.00" length sheet size	CS	2,105		\$ -
OR					
3	Bedford Paper #SBT-503 500 sheets/rl, 96 rls/cs, 3.75" length sheet size	CS	1,595		\$ -
OR					
4	Bedford Paper #SBT-501 500 sheets/rl, 96 rls/cs, 3.50" length sheet size	CS	1,900	39.41	\$ 74,879.00
OR					
5	Or Equal (Provide Description)	CS	1,595		\$ -
Item A - Conventional Size Restroom Tissue Subtotal					\$ 74,879.00 -
					PERCENTAGE
Provide Percentage of Recycled Post Consumer Content of your Product					65 %
Provide Percentage of Recycled Fiber Content of your Product					100 %

Item B - 9" Jumbo Junior Size Restroom Tissue					
NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE
1	Tork USA #TJ0922A 1000'/rl, 12 rls/cs, 3.50" length sheet size	CS	590		\$ -
2	Kruger Products Embassy #05620 1000'/rl, 8 rls/cs 3.50" length sheet size	CS	880		\$ -
3	Kimberly Clark/Scott Essential #07805 1000'/rl, 12 rls/cs 3.55" length sheet size	CS	590		\$ -
4	Cascades North River #4097 1000'/rl, 12 rls/cs 3.50" length sheet size	CS	590		\$ -
5	Bedford Paper #JRT-404 1000'/rl, 12 rls/cs 3.30" length sheet size	CS	590	25.08	\$ 14,797.20 -
6	Or Equal (Provide Description)	CS	590		\$ 14,797.20 -
Item B - 9" Jumbo Junior Size Restroom Tissue Subtotal					\$ -
PERCENTAGE					
Provide Percentage of Recycled Post Consumer Content of your Product					65 %
Provide Percentage of Recycled Fiber Content of your Product					100 %

Item C - Multi-Fold Paper Towels					
NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE
1	Tork USA Premium #MB540A 250 towels/pk, 16 pks/cs, 9" x 9.5" sheet	CS	2,838		\$ -
2	Kruger Embassy Premium #01540 334 towels/pk, 12 pks/cs, 9" x 9.5" sheet	CS	2,838		\$ -
3	Kruger White Swan Classic #01920 334 towels/pk, 12 pks/cs, 9" x 9.5" sheet	CS	2,838		\$ -
4	Bedford Paper #MF101 250 towels/pk, 16 pks/cs, 9.25" x 9.50" sheet	CS	2,838	21.00	\$ 59598.00 -
5	Cascades North River #1342 250 towels/pk, 16 pks/cs, 9.10" x 9.50"	CS	2,838		\$ -
6	Scott Essential #01840 250 towels/pk, 16 pks/cs, 9.20" x 9.40"	CS	2,838		\$ -
7	Or Equal (Provide Description)	CS	2,838		\$ -
Item C - Multi-Fold Paper Towels Subtotal					\$ 59598.00 -
					PERCENTAGE
Provide Percentage of Recycled Post Consumer Content of your Product					65 %
Provide Percentage of Recycled Fiber Content of your Product					100 %

GROUP 2 - WEST CAMPUS

NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE
Item D - Conventional Size Restroom Tissue					
1	Wausau Bay West Eco Soft #54000 500 sheets/rl, 96 rls/cs, 4.00" length sheet size	CS	712		\$ -
2	SCA Tork #TM1616 500 shts/rl, 96 rls/cs, 4.00" length sheet size	CS	712		\$ -
3	Cascades North River #4064 500 sheets/rl, 96 rls/cs, 4.00" length sheet size	CS	712		\$ -
4	Atlas #A250 500 sheets/rl, 96 rls/cs, 4.50" sheet size	CS	634		\$ -
5	Bedford Paper #SBT-501 500 sheets/rl, 96 rls/cs, 3.50" length sheet size	CS	712	39.41	\$ 28,059.92
6	Or Equal (Provide Description)	CS	712		\$ 28,059.92
Item D - Conventional Size Restroom Tissue Subtotal					\$ 28,059.92 -
					PERCENTAGE
Provide Percentage of Recycled Post Consumer Content of your Product					65 %
Provide Percentage of Recycled Fiber Content of your Product					100 %

Item E - Multi-Fold Paper Towels					
NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE
1	Georgia Pacific Blue Basic (Previously Acclaim) #20204 250 towels/pk, 16 pks/cs, 9.4" x 9.2" sheet	CS	194		\$ -
2	Kimberly Clark Scott Essential #01804 250 towels/pk, 16 pks/cs, 9.2" x 9.4" sheet	CS	194		\$ -
3	Tork USA Premium #MB540A / 420580 250 towels/pk, 12 pks/cs, 9" x 10" sheet	CS	194		\$ -
4	Cascades Décor #1759 250 towels/pk, 16 pks/cs, 9" x 9.5" sheet	CS	194		\$ -
5	Tork USA #CB530 250 towels/pk, 16 pks/cs, 10.13" x 12.75" sheet	CS	194		\$ -
6	Bedford Paper #MF101 250 towels/pk, 16 pks/cs, 9.25" x 9.50" sheet	CS	194	21.00	\$ 4074.00 -
7	Or Equal (Provide Description)	CS	194		\$ -
Item E - Multi-Fold Paper Towels Subtotal					\$ 4074.00 -
					PERCENTAGE
Provide Percentage of Recycled Post Consumer Content of your Product					65 %
Provide Percentage of Recycled Fiber Content of your Product					100 %

Item F - Perforated Roll Towels					
NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE
1	Wausau Bay West Eco Soft #41090 90 sheets/rl, 30 rls/cs, 11" x 9" sheet	CS	166		\$ -
2	Georgia Pacific Blue (formally Preference) #27385 85 sheets/rl, 20 rls/cs, 11" x 8.8" sheet	CS	270		\$ -
3	Kimberly Clark Scott #41482 128 sheets/rl, 20 rls/cs, 11" x 8.75"	CS	180		\$ -
4	Tork USA Universal #HB1995 210 sheets/rl, 12 rls/cs, 11" x 9" sheet	CS	222		\$ -
5	Kruger White Swan #01656 80 sheets/rl, 30 rls/cs, 10.9" x 8.6" sheet	CS	184		\$ -
6	Bedford Paper #HHT085 85 sheets/rl, 30 rls.cs, 8" x 11" sheet	CS	194	22.49	\$ 4363.06 -
7	Or Equal (Provide Description)	CS	194		\$ -
Item F - Perforated Roll Towels Subtotal					\$ 4363.06 -
					PERCENTAGE
Provide Percentage of Recycled Post Consumer Content of your Product					65 %
Provide Percentage of Recycled Fiber Content of your Product					100 %

Item G - Boxed Facial Tissue (Large)					
NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE
1	Marcal Sani-Hanks #682 40 sheets/bx, 200 bx/cs, 7.5" sheet size	CS	96		\$ -
OR					
2	Kruger Products White Swan #08500 80 sheets/bx, 135 bx/cs, 8.0" sheet size	CS	72		\$ -
OR					
3	Sani Facial Tissue #MoreX 40 sheets/bx, 200 bx/cs, 7.88" sheet size	CS	96		\$ -
OR					
4	Or Equal (Provide Description) Sani Facial Tissue (more) 2 pl+ white 40/Box	CS	80	45.00	\$ 3600 -
Item G - Boxed Facial Tissue (Large) Subtotal					\$ 3600 -
					PERCENTAGE
Provide Percentage of Recycled Post Consumer Content of your Product					65 %
Provide Percentage of Recycled Fiber Content of your Product					100 %
Item H - Boxed Facial Tissue (Large)					
1	Wausau Bay West Eco Soft #13000 100 sheets/bx, 30 bxs/cs, 8" sheet size	CS	24		\$ -
OR					
2	Georgia-Pacific Preference #48100 100 sheets/bx, 30 bxs/cs, 8" sheet size	CS	24		\$ -
OR					
3	Kruger Products White Swan #08301 100 sheets/bx, 30 bxs/cs, 7.4" sheet size	CS	24		\$ -
OR					
4	Cascades North River #4082 100 sheets/bx, 30 bxs/cs, 7.5" sheet	CS	24		\$ -
OR					
5	Georgia Pacific #GP47410 100 sheets/bx, 30 bxs/cs, 8.00" sheet	CS	24	19.50	\$ 468.00 -
OR					
6	Or Equal (Provide Description)	CS	24		\$ -
Item H - Boxed Facial Tissue (Large) Subtotal					\$ 468.00 -
					PERCENTAGE
Provide Percentage of Recycled Post Consumer Content of your Product					65 %
Provide Percentage of Recycled Fiber Content of your Product					100 %

Item I - Hard Roll Paper Towels					
NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE
1	Kleenex #11090 White 1 ply, 8" x 600', 6 rls/cs, 3,600 ft/cs	CS	3,400		\$ -
OR					
2	Georgia Pacific #280-55 Pref Ultra White 1 ply, 7.87" x 600', 12 rls/cs, 7,200 ft/cs	CS	1,728		\$ -
OR					
3	Kruger Embassy Supreme #01240 White 1 ply, 8" x 600', 6 rls/cs, 3,600 ft/cs	CS	3,400		\$ -
OR					
4	Bedford Paper #HWTW552 White 1 ply, 7.81" x 800', 6 rls/cs, 4,800ft/cs	CS	3,400	5/26.75	\$ 90,950.00
Item I - Hard Roll Paper Towels Subtotal					\$ 90,950.00
					PERCENTAGE
Provide Percentage of Recycled Post Consumer Content of your Product					65 %
Provide Percentage of Recycled Fiber Content of your Product					100 %
GRAND TOTAL					\$ 280,789.18
GRAND TOTAL ITEMS (In words) Two hundred and eighty thousand seven hundred and eighty nine 18/100					

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

X

President

(Signature and Title)

CORPORATE SEAL
(If available)

BID MUST BE SIGNED AND NOTARIZED (WITH SEAL) FOR CONSIDERATION

Subscribed and sworn to before me this 3 day of OCTOBER AD, 2022

Signature on File

(Notary Public)

My Commission Expires:

12/17/2025



SEAL

SECTION 9 - MANDATORY FORM
FURNISH & DELIVER PAPER PRODUCTS (RESTROOM TISSUE, PAPER TOWELS, ETC.) 22-112-FM

(PLEASE TYPE OR PRINT THE FOLLOWING INFORMATION)

Full Name of Bidder	Valdes LLC		
Main Business Address	667 Chaddick Dr.		
City, State, Zip Code	Wheeling, IL, 60090		
Telephone Number	847-657-6000	Email Address	Shahir.ahmed@Valdes supply.com
Bid Contact Person	Shahir Ahmed		

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:

<u>Shahir Ahmed</u> (President or Partner)	_____ (Vice-President or Partner)
_____ (Secretary or Partner)	_____ (Treasurer or Partner)

Further, the undersigned declares that the only person or parties interested in this bid as principals are those named herein; that this bid is made without collusion with any other person, firm or corporation; that he has fully examined the proposed forms of agreement and the contract specifications for the above designated purchase, all of which are on file in the office of the Procurement Officer, DuPage County, 421 North County Farm Road, Wheaton, Illinois 60187, and all other documents referred to or mentioned in the contract documents, specifications and attached exhibits, including

Addenda No. 1, _____, _____, and _____ issued thereto.

Further, the undersigned proposes and agrees, if this bid is accepted, to provide all necessary machinery, tools, apparatus, and other means of construction, including transportation services necessary to furnish all the materials and equipment specified or referred to in the contract documents in the manner and time 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	Valdes LLC	NAME	Valdes LLC
CONTACT	Shahir Ahmed	CONTACT	Shahir Ahmed
ADDRESS	667 Chaddick Dr.	ADDRESS	667 Chaddick Dr.
CITY ST ZIP	Wheeling, IL, 60090	CITY ST ZIP	Wheeling, IL, 60090
TX	847-657-6000	TX	847-657-6000
FX	N/A	FX	N/A
EMAIL	Shahir.Ahmed@Valdessupply.com	EMAIL	Shahir.Ahmed@valdessupply.com
COUNTY BILL TO INFORMATION:		COUNTY SHIP TO INFORMATION:	
EAST CAMPUS DuPage County Facilities Management 421 North County Farm Road Wheaton, IL 60187 TX: (630) 407-5700 EMAIL: FMAccountsPayable@dupageco.org		EAST CAMPUS DuPage County Various Locations Wheaton, IL 60187 TX: (630) 407-5705 EMAIL: mary.ventrella@dupageco.org	
WEST CAMPUS DuPage County Care Center 400 North County Farm Road Wheaton, IL 60187 TX: (630) 784-4273		WEST CAMPUS DuPage County Care Center 421 North County Farm Road Wheaton, IL 60187 TX: (630) 784-4273 EMAIL: vinit.patel@dupageco.org	

ALL MATERIALS MUST BE BID AND SHIPPED F.O.B. DELIVERED (FREIGHT INCLUDED IN PRICE)



REQUIRED VENDOR ETHICS DISCLOSURE STATEMENT

Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	22-112-FM
COMPANY NAME:	Valdes LLC
CONTACT PERSON:	Shahir Ahmed
CONTACT EMAIL:	shahir.ahmed@valdessupply.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: Shahir Ahmed Signature: 

Title: President Date: 09/25/2025



Care Center Requisition \$30,000 and Over

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

File #: HS-P-0052-25

Agenda Date: 10/21/2025

Agenda #: 7.D.

AWARDING RESOLUTION ISSUED TO
AIRGAS USA, LLC
TO PROVIDE LIQUID PORTABLE OXYGEN FOR THE RESIDENTS
FOR THE DUPAGE CARE CENTER
(CONTRACT TOTAL AMOUNT \$50,000.00)

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

WHEREAS, the Human Services Committee recommends County Board approval for the issuance of a contract to AirGas USA, LLC, to provide liquid portable oxygen, for the period of December 1, 2025 through November 30, 2026, for the DuPage Care Center.

NOW, THEREFORE BE IT RESOLVED, that said contract is to provide liquid portable oxygen, for the period of December 1, 2025 through November 30, 2026 for the DuPage Care Center per bid renewal #22-105-DCC, be, and it is hereby approved for the issuance of a contract purchase order by the Procurement Division to AirGas USA, LLC, Post Office Box 73445, Chicago, Illinois 60673-4445, for a contract total amount of \$50,000.00.

Enacted and approved this 28th day of October, 2025 at Wheaton, Illinois.

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____

JEAN KACZMAREK, COUNTY CLERK



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

SECTION 1: DESCRIPTION

General Tracking		Contract Terms	
FILE ID#: 25-2490	RFP, BID, QUOTE OR RENEWAL #: 22-105-DCC	INITIAL TERM WITH RENEWALS: 1 YR + 3 X 1 YR TERM PERIODS	INITIAL TERM TOTAL COST: \$35,000.00
COMMITTEE: HUMAN SERVICES	TARGET COMMITTEE DATE: 10/21/2025	PROMPT FOR RENEWAL: 3 MONTHS	CONTRACT TOTAL COST WITH ALL RENEWALS: \$185,000.00
	CURRENT TERM TOTAL COST: \$50,000.00	MAX LENGTH WITH ALL RENEWALS: FOUR YEARS	CURRENT TERM PERIOD: SECOND RENEWAL
Vendor Information		Department Information	
VENDOR: AirGas USA, LLC	VENDOR #: 10674	DEPT: DuPage Care Center	DEPT CONTACT NAME: Vinit Patel
VENDOR CONTACT: Joel Thoms	VENDOR CONTACT PHONE: 630-231-7760	DEPT CONTACT PHONE #: 630-784-4273	DEPT CONTACT EMAIL: vinit.patel@dupagecounty.gov
VENDOR CONTACT EMAIL: joel.thoms@airgas.com	VENDOR WEBSITE:	DEPT REQ #: 7540	
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 liquid portable oxygen for the residents at the DuPage Care Center, for the period December 1, 2025 through November 30, 2026, for a contract total amount not to exceed \$50,000.00, under bid renewal #22-105-DCC, third and final optional renewal.			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished Residents of the DuPage Care Center, with compromised breathing abilities often times are confined to their room for breathing treatments. Through the use of portable liquid oxygen, those residents are allowed greater independence and a greater quality of life.			

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

SECTION 3: DECISION MEMO

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

SECTION 4: SOLE SOURCE MEMO/JUSTIFICATION

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

SECTION 5: Purchase Requisition Information

<i>Send Purchase Order To:</i>		<i>Send Invoices To:</i>	
Vendor: AirGas USA, LLC	Vendor#: 10674	Dept: DuPage Care Center	Division: Environmental Concerns
Attn: Joel Thoms	Email: joel.thoms@airgas.com	Attn: Vinit Patel	Email: vinit.patel@dupagecounty.gov
Address: PO Box 73445	City: Chicago	Address: 400 N. County Farm Road	City: Wheaton
State: IL	Zip: 60673-4445	State: IL	Zip: 60187
Phone: 630-231-7760	Fax:	Phone: 630-784-4273	Fax:
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: AirGas USA, LLC	Vendor#: 10674	Dept: DuPage Care Center	Division:
Attn: Joel Thoms	Email: joel.thoms@airgas.com	Attn:	Email: dupagecounty.gov
Address: 1250 W. Washington Street	City: West Chicago	Address: 400 N. County Farm Road	City: Wheaton
State: IL	Zip: 60185	State: IL	Zip: 60187
Phone: 630-231-7760	Fax:	Phone: 630-784-4273	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): December 1, 2025	Contract End Date (PO25): November 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		Liquid Portable Oxygen	FY25	1200	2075	52320		35,000.00	35,000.00
2	1	EA		monthly repair costs flat rate \$1,250	FY25	1200	2075	53370		15,000.00	15,000.00
<i>FY is required, ensure the correct FY is selected.</i>										Requisition Total	\$ 50,000.00

Comments	
HEADER COMMENTS	Provide comments for P020 and P025. Recommendation for the approval of a contract purchase order for liquid portable oxygen for the residents at the DuPage Care Center, for the period December 1, 2025 through November 30, 2026, for a contract total amount not to exceed \$50,000.00, under bid renewal #22-105-DCC, third and final optional renewal.
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO. October 21, 2025 Human Services Committee October 28,2025 County 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 Airgas, Inc. dba Airgas USA, LLC, located at 1250 W. Washington St., West Chicago, IL 60185, hereinafter called the "CONTRACTOR", witnesseth;

The COUNTY and the CONTRACTOR have previously entered into a Contract, pursuant to Bid #22-105-DCC which became effective on 12/1/2022 and which will expire 11/30/2025. The contract is subject to the third of three options to renew for a twelve (12) month period.

The contract renewal shall be effective on the date of last signature and shall terminate on 11/30/2026.

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

SIGNATURE

Brian Rovik
PRINTED NAME

Megan Spick
PRINTED NAME

Buyer I
PRINTED TITLE

VP Healthcare
PRINTED TITLE

DATE

DATE

Signature on File



THE COUNTY OF DUPAGE
FINANCE - PROCUREMENT
LIQUID PORTABLE OXYGEN 22-105-DCC
BID TABULATION

				AIRGAS USA LLC	
NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE
1	LIQUID OXYGEN	LB	80,000	\$ 0.65	\$ 52,000.00
2	REPAIR OF CANISTERS	EA	1	\$ 800.00	\$ 800.00
				GRAND TOTAL	\$ 52,800.00

NOTES

1. AIRGAS LINE TWO EXTENDED PRICE CORRECTED DUE TO MATH ERROR.

Bid Opening 10/12/22 @ 2:30 PM	NE, DW
Invitations Sent	5
Total Vendors Requesting Documents	2
Total Bid Responses	1

SECTION 7 - BID FORM PRICING

Quantities are estimated annual usage amounts.

NO	ITEM	UOM	QTY	PRICE	EXTENDED PRICE
1	LIQUID OXYGEN	LB	80,000	\$ 0.65	\$ 52,000.00
2	REPAIR OF CANISTERS	EA	1	\$ 800.00	\$ 16,000.00
GRAND TOTAL					\$ 68,000.00
GRAND TOTAL (In words) <i>Sixty-Eight Thousand Dollars and zero cents</i>					

EMERGENCY DELIVERIES: (Do not include in Grand Total)

Emergency Delivery Charges, if and when required, will be prices as follows:

Liquid Medical Oxygen Delivery, Evenings, Weekends and Holidays: \$ 1.05 Per Liquid Oxygen Pound

DELIVERY: 1-2 DAYS AFTER RECEIPT OF ORDER

* This depends on when order is communicated with Airgas
Similar to the current system in place.

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

X

/

Healthcare Specialist
(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_____

(Notary Public) My Commission Expires: _____

SEAL

**SECTION 9 - MANDATORY FORM
LIQUID PORTABLE OXYGEN 22-105-DCC**

(PLEASE TYPE OR PRINT THE FOLLOWING INFORMATION)

Full Name of Bidder	Airgas USA LLC		
Main Business Address	1250 W Washington St.		
City, State, Zip Code	West Chicago IL 60185		
Telephone Number	630-231-7760	Email Address	Joel.Thoms@Airgas.com
Bid Contact Person	Joel Thoms		

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 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 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.

**CONTRACT 22-105-DCC BETWEEN AIRGAS USA LLC.
AND THE COUNTY OF DUPAGE**

THIS AGREEMENT is entered into this 1ST day of December, 2022, between the County of DuPage, Illinois a body corporate and politic, located at 421 North County Farm Road, Illinois, 60187-3978 (hereinafter referred to as the COUNTY), and Airgas USA LLC., licensed to do business in the State of Illinois, located at 1250 W. Washington St. West Chicago, IL 60185 (hereinafter referred to as the CONTRACTOR).

RECITALS

WHEREAS, the COUNTY requires the goods and/or services specified in Bid 22-105-DCC for DuPage County Care Center, located at the DuPage County Center, 501 North County Farm Road, Wheaton, Illinois 60187; and

WHEREAS, the CONTRACTOR is the vendor selected pursuant to the bid process and is willing to perform under the terms of the Bid and this Contract.

NOW, THEREFORE, in consideration of the premises and mutual covenants contained herein, the parties agree that:

1.0 CONTRACT DOCUMENTS

- 1.1 This Contract includes all of the following component parts, all of which are fully incorporated herein and made a part of the obligations undertaken by the parties:
 - 1.1.a Project Information
 - 1.1.b Instructions to Bidders
 - 1.1.c General Conditions
 - 1.1.d Special Conditions
 - 1.1.e Insurance/Bonding Requirements and Certificates
 - 1.1.f Bid Form (including Certification/Proposal, Signature Affidavit Including Proposal Pricing)
 - 1.1.g Specifications (including any addenda, interpretations and approved exceptions)
 - 1.1.h Exhibits
 - 1.1.i County Purchase Order
- 1.2 All documents are or will be on file in the office of the Procurement Services Division, DuPage Center, 421 North County Farm Road, Room 3-400, Wheaton, Illinois 60187.
- 1.3 In the event of a conflict between any of the above documents, the document control from top to bottom, i.e., "a" control over "b".

2.0 DURATION OF THIS CONTRACT

- 2.1 Unless terminated as provided in the Bid Invitation, the term of this Contract shall be a one (1) year period beginning on 12/01/2022 and continuing through 11/30/2023.
- 2.2 The Contract term is subject to renewal per the Bid Invitation Specifications. In no event, shall the term plus renewals exceed four (4) years.

3.0 TERMINATION

- 3.1 Except as otherwise set forth in this AGREEMENT, County shall have the right to terminate this AGREEMENT for any cause or without cause thirty (30) days after having served written notice upon the Contractor, except in the event of Contractor's insolvency, bankruptcy or receivership, in which case termination shall be effective immediately upon receipt of notice.
- 3.2 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 deliverables tendered prior to termination. There shall be no termination expenses.
- 3.3 Upon termination of this AGREEMENT, all data, work products, reports and documents produced, because of this AGREEMENT shall become the property of the COUNTY. Further, Vendor shall provide all deliverables within fourteen (14) days of termination in accordance with the other provisions of this AGREEMENT.

4.0 BID PRICES AND PAYMENT

- 4.1 The Contractor shall provide the required goods and or services described in the Bid Specifications for the prices quoted on the Bid Form.
- 4.2 The County shall make payment pursuant to the Illinois Local Government Prompt Payment Act, except that no payment shall be approved where the Contractor has failed to comply with certified payroll requirements of the Illinois Prevailing Wage Act or Davis Bacon Act.

5.0 AMENDMENTS

- 5.1 This Contract may be amended by agreement of both parties.
- 5.2 All amendments will conform to State of Illinois Statutes and County procedures for Change Orders.

6.0 CONTRACT ENFORCEMENT – ATTORNEY'S FEES

- 6.1 If the County is required to take legal action to enforce performance of any of the terms, provisions, covenants and conditions of this Contract, and by reason thereof, the County is required to use the services of an attorney, including the States Attorney, then the County shall be entitled to reasonable attorney's fees and all expenses and costs incurred by the County pertaining thereto and in enforcement of any remedy, including costs and fees relating to any appeal.

7.0 SEVERABILITY CLAUSE

- 7.1 If any section, paragraph, clause, phrase or portion of this Contract is for any reason determined by a court of competent jurisdiction to be invalid and unenforceable, such portion shall be deemed separate, distinct and an independent provision, and the court's determination shall not affect the validity or enforceability of the remaining portions of this Contract.

8.0 GOVERNING LAW

- 8.1 This Contract shall be governed by the laws of the State of Illinois both as to interpretation and enforcement. Venue for all disputes will be exclusively in the circuit court for the Eighteenth Judicial Circuit in DuPage County, Illinois and that Illinois law will control.

9.0 ENTIRE AGREEMENT

- 9.1 This Contract, including the documents listed in 1.0, contains the entire agreement between the parties.
- 9.2 There are no covenants, promises, conditions, or understandings; either oral or written, other than those contained herein.

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

THE COUNTY OF DUPAGE, ILLINOIS

CONTRACTOR

By: **Signature on File**

SIGNATURE

Mary Catherine Wells
PRINTED NAME

Acting Chief Procurement Officer
PRINTED TITLE

12/13/2022
DATE

By: **Signature on File**

SIGNATURE

Megan Speck
PRINTED NAME

VP HCLS
PRINTED TITLE

12/11/2022
DATE



REQUIRED VENDOR ETHICS DISCLOSURE STATEMENT

Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	22-105-DCC
COMPANY NAME:	Airgas USA LLC
CONTACT PERSON:	Joel Thoms
CONTACT EMAIL:	Joel.Thoms@airgas.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

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: Joel Thoms

Signature: _____

Signature on File

Title: Healthcare Specialist

Date: _____

9/18/2025



Care Center Requisition \$30,000 and Over

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

File #: HS-P-0053-25

Agenda Date: 10/21/2025

Agenda #: 7.E.

AWARDING RESOLUTION ISSUED TO
SYSCO CHICAGO, INCORPORATED
TO PROVIDE PRIMARY FOOD, SUPPLIES AND CHEMICALS
FOR THE DUPAGE CARE CENTER
(CONTRACT TOTAL AMOUNT \$1,363,020.00)

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

WHEREAS, the Human Services Committee recommends County Board approval for the issuance of a contract to Sysco Chicago, Inc., to provide primary food, supplies and chemicals, for the period of December 1, 2025 through November 30, 2026, for the DuPage Care Center.

NOW, THEREFORE BE IT RESOLVED, that said contract is to provide primary food, supplies and chemicals, for the period of December 1, 2025 through November 30, 2026 for the DuPage Care Center per bid renewal #22-082-DCC, be, and it is hereby approved for the issuance of a contract purchase order by the Procurement Division to Sysco Chicago, Inc., 250 Weiboldt Drive, Des Plaines, Illinois 60016, for a contract total amount of \$1,363,020.00.

Enacted and approved this 28th day of October, 2025 at Wheaton, Illinois.

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____

JEAN KACZMAREK, COUNTY CLERK



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

SECTION 1: DESCRIPTION

General Tracking		Contract Terms	
FILE ID#: 25-2491	RFP, BID, QUOTE OR RENEWAL #: 22-082-DCC	INITIAL TERM WITH RENEWALS: 1 YR + 3 X 1 YR TERM PERIODS	INITIAL TERM TOTAL COST: \$869,168.00
COMMITTEE: HUMAN SERVICES	TARGET COMMITTEE DATE: 10/21/2025	PROMPT FOR RENEWAL: 3 MONTHS	CONTRACT TOTAL COST WITH ALL RENEWALS: \$4,775,708.00
	CURRENT TERM TOTAL COST: \$1,363,020.00	MAX LENGTH WITH ALL RENEWALS: FOUR YEARS	CURRENT TERM PERIOD: THIRD RENEWAL
Vendor Information		Department Information	
VENDOR: Sysco Chicago, Inc.	VENDOR #: 10555	DEPT: DuPage Care Center	DEPT CONTACT NAME: Mario Plata
VENDOR CONTACT: Joshua Kackley	VENDOR CONTACT PHONE: 847-699-4869	DEPT CONTACT PHONE #: 630-784-4416	DEPT CONTACT EMAIL: Mario.plata@dupagecounty.gov
VENDOR CONTACT EMAIL: joshua.kackley@sysco.com	VENDOR WEBSITE:	DEPT REQ #: 7536	
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 primary food, supplies and chemicals for the DuPage Care Center, for the period December 1, 2025 through November 30, 2026, for a contract total amount not to exceed \$1,363,020.00, under bid renewal #22-082-DCC, third and final optional renewal.			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished DuPage Care Center is regulated by the IL Department of Public Health, which mandates & monitors our ongoing compliance with applicable State & Federal regulations that govern our practices, policies & procedures which in turn drive our care deliver system. Adherence to Physician diet orders & clearly defined meal period is necessary to avoid fines & penalties to ensure that we are allowed to bill for & be reimbursed for care provided to our residents/patient food and supplies & chemicals for dish washing & general cleaning are operational necessities.			

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

SECTION 3: DECISION MEMO

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

SECTION 4: SOLE SOURCE MEMO/JUSTIFICATION

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

SECTION 5: Purchase Requisition Information

<i>Send Purchase Order To:</i>		<i>Send Invoices To:</i>	
Vendor: Sysco Chicago, Inc.	Vendor#: 10555	Dept: DuPage Care Center	Division: Dining Services
Attn: Joshua Kackley	Email: joshua.kackley@sysco.com	Attn: Mario Plata	Email: mario.plata@dupagecounty.gov
Address: 250 Weiboldt Drive	City: Des Plaines	Address: 400 N. County Farm Road	City: Wheaton
State: IL	Zip: 60016	State: IL	Zip: 60187
Phone: 847-699-4869	Fax:	Phone: 630-784-4416	Fax:
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Sysco Chicago, Inc.	Vendor#: 10555	Dept: DuPage Care Center	Division: Dining Services
Attn: Jillian Stadick	Email: jillian.stadick@sysco.com	Attn: Mario Plata	Email: mario.plata@dupagecounty.gov
Address: 250 Weiboldt Drive	City: Des Plaines	Address: 400 N. County Farm Road	City: Wheaton
State: IL	Zip: 60016	State: IL	Zip: 60187
Phone: 847-699-4869	Fax:	Phone: 630-784-4416	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): December 1, 2025	Contract End Date (PO25): November 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		Operating Supplies	FY26	1200	2025	52200		77,380.00	77,380.00
2	1	EA		Food and Beverage	FY26	1200	2025	52210		910,350.00	910,350.00
3	1	EA		Cleaning Supplies	FY26	1200	2025	52280		22,050.00	22,050.00
4	1	EA		Operating Supplies	FY26	1200	2100	52200		46,640.00	46,640.00
5	1	EA		Food and Beverage	FY26	1200	2100	52210		302,400.00	302,400.00
6	1	EA		Cleaning Supplies	FY26	1200	2100	52280		4,200.00	4,200.00
FY is required, ensure the correct FY is selected.										Requisition Total	\$ 1,363,020.00

Comments	
HEADER COMMENTS	Provide comments for P020 and P025. Recommendation for the approval of a contract purchase order for primary food, supplies and chemicals for the DuPage Care Center, for the period December 1, 2025 through November 30, 2026, for a contract total amount not to exceed \$1,363,020.00, under bid renewal #22-082-DCC, third and final optional renewals.
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO. October 21, 2025 Human Services Committee October 28, 2025 County 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 Sysco Chicago Inc. located at 250 Wieboldt Drive, Des Plaines, IL 60016, hereinafter called the "CONTRACTOR", witnesseth;

The COUNTY and the CONTRACTOR have previously entered into a Contract, pursuant to Bid #22-082-DCC which became effective on 12/1/2022 and which will expire 11/30/2025. 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 11/30/2026.

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

Henry Kocker

Jillian Stadick

PRINTED NAME

PRINTED NAME

Buyer I

Customer Experience Manager

PRINTED TITLE

PRINTED TITLE

DATE

09/22/2025

DATE



THE COUNTY OF DUPAGE
FINANCE - PROCUREMENT
PRIMARY AND SECONDARY FOOD SERVICE 22-082-DCC
BID TABULATION

				SYSCO CHICAGO		GORDON FOOD SERVICE	
NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE
PART 1 - MEAT AND PRODUCE							
1	Bananas Fresh Ripe/Ready	CASE	15	\$ 25.83	\$ 387.45	\$ 27.45	\$ 411.75
2	Beef Ground Bulk Fine 81/19, 8/10# average	CASE	7	\$ 146.56	\$ 1,025.92	\$ 261.60	\$ 1,831.20
3	Beef Patties Raw 80/20	CASE	21	\$ 37.31	\$ 783.51	\$ 51.00	\$ 1,071.00
4	Beef Stew Meat Diced (size and shape may vary) 85% lean	CASE	35	\$ 47.22	\$ 1,652.70	\$ 42.60	\$ 1,491.00
5	Beef Certified Angus Flat Raw Boneless Bottom Round 171B (meat buyers guide number)	CASE	5	\$ 198.16	\$ 990.80	\$ 188.20	\$ 941.00
6	Carrots Grade A Diced (3/8" pieces)	CASE	19	\$ 32.31	\$ 613.89	\$ 22.49	\$ 427.31
7	Chicken Breast 4oz boneless/skinless in controlled vacuum packaging	CASE	11	\$ 115.97	\$ 1,275.67	\$ 127.16	\$ 1,398.76
8	Chicken breast 4oz B/S (boneless/skinless) IFZ (Individually quick frozen) in Ziplock Bags	CASE	11	\$ 60.65	\$ 667.15	\$ 72.19	\$ 794.09
9	Chicken Meat Diced 80D/20W (80% dark meat / 20% white meat)	CASE	25	\$ 36.10	\$ 902.50	\$ 103.20	\$ 2,580.00
10	Chicken Meat Fully Cooked Diced (1/2") WT/DK (white & dark meat)	CASE	8	\$ 37.85	\$ 302.80	\$ 103.20	\$ 825.60
11	Chicken Quarters IF (individually frozen)	CASE	6	\$ 82.84	\$ 497.04	\$ 83.56	\$ 501.36
12	Green Beans Frozen Cut Grade A	CASE	14	\$ 37.32	\$ 522.48	\$ 24.59	\$ 344.26
13	Pork Loin CC (center cut) BNLS (boneless) STRP/ON (side strap intact)	CASE	6	\$ 57.36	\$ 344.16	\$ 101.70	\$ 610.20
14	Pork Sausage LNK (link) SKLS (skinless) Mild	CASE	9	\$ 35.91	\$ 323.19	\$ 25.52	\$ 229.68
15	Sausage Pork Patty Mild CKD (cooked)	CASE	11	\$ 34.84	\$ 383.24	\$ 34.59	\$ 380.49
16	Turkey Breast Raw BNLS (boneless/skinless) foil wrapped	CASE	10	\$ 74.16	\$ 741.60	\$ 70.38	\$ 703.80
17	Veal Fritter Beer Breaded Raw Frozen w/BF (beef trimmings)	CASE	9	\$ 48.33	\$ 434.97	\$ 34.08	\$ 306.72
PART 1 TOTAL					\$ 11,849.07		\$ 14,848.22

PART 2 - MISCELLANEOUS ITEMS

NO.	ITEM	UOM	QTY	SYSCO CHICAGO		GORDON FOOD SERVICE	
				PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE
1	Cheese Mozzarella Shredded LMPS (low moisture part skim) Wisconsin	CASE	8	\$ 57.96	\$ 463.68	\$ 54.34	\$ 434.72
2	Coffee Decaf Ground 30/6.3oz packages	CASE	18	\$ 136.10	\$ 2,449.80	\$ 141.96	\$ 2,555.28
3	Containers Foam Hinged 3 Compartment Double Tab 8x8x3	CASE	29	\$ 23.63	\$ 685.27	\$ 19.49	\$ 565.21
4	Detergent RTU (ready to use) Blue Liquid Pot/Pan	CASE	12	\$ 36.73	\$ 440.76	\$ 59.46	\$ 713.52
5	Eggs White Medium Shell USDA AA (AA indicates egg whites are thickn & firm with yolks that are high & round)	CASE	8	\$ 65.23	\$ 521.84	\$ 56.94	\$ 455.52
6	Eggs Whole Liquid Fresh with Citric Acid TFF (Trans Fat Free) 15/2LB containers	CASE	28	\$ 59.25	\$ 1,659.00	\$ 37.58	\$ 1,052.24
7	Green Peas Frozen	CASE	10	\$ 44.02	\$ 440.20	\$ 32.91	\$ 329.10
8	Ice Cream Cup Chocolate 4oz	CASE	23	\$ 20.87	\$ 480.01	\$ 20.52	\$ 471.96
9	Ice Cream Cups Vanilla 4oz	CASE	49	\$ 20.78	\$ 1,018.22	\$ 20.52	\$ 1,005.48
10	Juice Apple Frozen 6oz	CASE	37	\$ 13.09	\$ 484.33	\$ 13.07	\$ 483.59
11	Juice Cranberry Blend Frozen 6oz	CASE	31	\$ 14.75	\$ 457.25	\$ 12.85	\$ 398.35
12	Orange Juice Cup Frozen 6oz	CASE	57	\$ 14.12	\$ 804.84	\$ 13.68	\$ 779.76
13	Juice Orange Nectar Thick L2 (mildly thick)	CASE	24	\$ 20.13	\$ 483.12	\$ 18.59	\$ 446.16
14	Margarine Soft Buttery Spread (non-dairy) 600/5gm	CASE	35	\$ 28.59	\$ 1,000.65	\$ 23.57	\$ 824.95
15	Margarine Solid ZTF (zero trans fat)	CASE	11	\$ 40.64	\$ 447.04	\$ 37.52	\$ 412.72
16	Milk 2% Dairy Nectar Thickened Consistency L2 (mildly thick) 24/8oz per case	CASE	76	\$ 20.71	\$ 1,573.96	\$ 19.99	\$ 1,519.24
17	Milk 2% Dairy Honey Thick Consistency L3 (moderately thick) 24/8oz per case	CASE	50	\$ 20.80	\$ 1,040.00	\$ 19.95	\$ 997.50
18	Peaches Irregular Sliced in Extra LS (light syrup)	CASE	9	\$ 43.23	\$ 389.07	\$ 49.21	\$ 442.89
19	Pear CH (choice) Diced in Extra LS (light syrup)	CASE	7	\$ 57.36	\$ 401.52	\$ 74.04	\$ 518.28
20	Plastic Lid for Shoreline Collection (fits 5oz bowl/8oz mug)	CASE	13	\$ 57.52	\$ 747.76	\$ 37.98	\$ 493.74
21	Plastic Lid Disposable for Shoreline Collection 9oz Bowl	CASE	11	\$ 48.15	\$ 529.65	\$ 35.69	\$ 392.59
22	Potatoes Mashed Complete (w/Vitamin C) Dried in a Plastic Safety Resealable Can 6/5.1LB per case	CASE	12	\$ 68.40	\$ 820.80	\$ 68.85	\$ 826.20
23	Soup Base Instant Cream Gluten Free / No Added MSG	CASE	17	\$ 39.72	\$ 675.24	\$ 39.08	\$ 664.36
24	Supplement MedPlus Vanilla 2.0 (2 calories per milliliter) Nectar Consistency L2 (mildly thick) 12/32oz	CASE	27	\$ 41.57	\$ 1,122.39	\$ 43.31	\$ 1,169.37
25	Supplement Nutritional Treat Orange Flavor L4 (extremely thick)	CASE	19	\$ 26.84	\$ 509.96	\$ 27.28	\$ 518.32
26	Supplement Nutritional Treat Wild Berry Flavor L4 (extremely thick)	CASE	18	\$ 26.98	\$ 485.64	\$ 27.29	\$ 491.22
27	Yogurt Low Fat Strawberry Pouch	CASE	14	\$ 37.24	\$ 521.36	\$ 30.85	\$ 431.90
28	Yogurt Low Fat Vanilla Pouch	CASE	16	\$ 37.24	\$ 595.84	\$ 30.85	\$ 493.60
PART 2 TOTAL				\$	21,249.20		\$ 19,887.77
GRAND TOTAL				\$	33,098.27		\$ 34,735.99

PART 3 – CATEGORY MARK-UP RATE SHEET

		SYSKO CHICAGO	GORDON FOOD SERVICE
Category	Product Category		
1	Meat General (poultry, seafood, pork, beef, etc.) Fresh and Frozen	4%	6.5%
2	Produce	8%	11.0%
3	Non-Fluid Dairy	6%	9.5%
4	Frozen	6%	8.5%
5	Juices	3%	10.6%
6	Coffee	7%	10.6%
7	Fluid Dairy	5%	9.5%
8	Dairy Other	6%	9.5%
9	Dietary Supplements	6%	10.6%
10	Chemicals and Cleaning	9%	10.6%
11	Dry Goods	5%	7.5%
12	Smallwares and Disposables	5%	10.5%

NOTES:

1. US Foods, Inc. was deemed non-responsive due to declining to provide the required menu management software.
2. Gordon Food Service, Inc. declined to be considered for the secondary food service award.

Bid Opening 9/16/22 @ 2:30 PM	DW, NE
Invitations Sent	24
Total Vendors Requesting Documents	1
Total Bid Responses	3

PART 1 - MEAT AND PRODUCE

Quantities are usage estimates per month. Alternate items will be considered and nutritional labels and/or samples shall be provided upon request. Any and all exceptions or variances from Item description, Casepack Quantity, Item Size or Brand are to be noted on the line below each item. If no exceptions are noted, the item is understood to be an exact match. Tabulations shall be based on Case Price provided. Price per unit is requested for comparison and clarification purposes.															
NO	ITEM	BRAND	ITEM SIZE	UOM	QTY	CASEPACK QTY	7/29/2022		8/5/2022		8/12/2022		AVERAGE CASE PRICE BASED ON 3 DATES: (7/29/22 PRICE + 8/5/22 PRICE + 8/12/22 PRICE) ÷ 3	AVERAGE PRICE PER UNIT BASED ON 3 DATES: (7/29/22 PRICE + 8/5/22 PRICE + 8/12/22 PRICE) ÷ 3	EXTENDED PRICE (QTY X AVERAGE CASE PRICE)
							CASE PRICE	PRICE PER UNIT	CASE PRICE	PRICE PER UNIT	CASE PRICE	PRICE PER UNIT			
1	Bananas Fresh Ripe/Ready	PACKER / ANTHONY MARANO CO.	40 LB	CASE	15	1	\$ 26.73	\$ 26.73	\$ 25.38	\$ 25.38	\$ 25.38	\$ 25.38	\$ 25.83	\$ 25.83	\$ 387.45
Exceptions:															
2	Beef Ground Bulk Fine 81/19, 8/10# average	PACKER / NATIONAL BEEF	10 LB	CASE	7	8	\$ 146.56	\$ 18.32	\$ 146.56	\$ 18.32	\$ 146.56	\$ 18.32	\$ 146.56	\$ 18.32	\$ 1,025.92
Exceptions:															
3	Beef Patties Raw 80/20	FIRE CLASSIC / CARGILL MEAT SOLUTIONS	4 OZ	CASE	21	80	\$ 37.35	\$ 0.93	\$ 37.07	\$ 0.93	\$ 37.52	\$ 0.94	\$ 37.31	\$ 0.93	\$ 783.59
Exceptions:															
4	Beef Stew Meat Diced (size and shape may vary) 85% lean	BUCKHEAD MEAT	5 LB	CASE	35	2	\$ 47.22	\$ 23.61	\$ 47.22	\$ 23.61	\$ 47.22	\$ 23.61	\$ 47.22	\$ 23.61	\$ 1,652.70
Exceptions:													\$ -	\$ -	\$ -
5	Beef Certified Angus Flat Raw Boneless Bottom Round 171B (meat buyers guide number)	CERTIFIED ANGUS BEEF / NATIONAL BEEF	10-13 LB	CASE	5	4	\$ 197.30	\$ 49.33	\$ 198.59	\$ 49.65	\$ 198.59	\$ 49.65	\$ 198.16	\$ 49.54	\$ 990.80
Exceptions:															
6	Carrots Grade A Diced (3/8" pieces)	NATIONAL FROZEN FOODS	30LB	CASE	19	1	\$ 32.28	\$ 32.28	\$ 32.32	\$ 32.32	\$ 32.32	\$ 32.32	\$ 32.31	\$ 32.31	\$ 613.83
Exceptions:															
7	Chicken Breast 4oz boneless/skinless in controlled vacuum packaging	KOCH FOODS	5 LB	CASE	11	4	\$ 115.97	\$ 28.99	\$ 115.97	\$ 28.99	\$ 115.97	\$ 28.99	\$ 115.97	\$ 28.99	\$ 1,275.67
Exceptions:															
8	Chicken breast 4oz B/S (boneless/skinless) IFZ (Individually quick frozen) in Ziplock Bags	KOCH FOODS	4 OZ	CASE	11	48	\$ 62.18	\$ 1.30	\$ 60.89	\$ 1.27	\$ 58.88	\$ 1.23	\$ 60.65	\$ 1.26	\$ 667.15
Exceptions:															
9	Chicken Meat Diced 80D/20W (80% dark meat / 20% white meat)	RENAISSANCE	5 LB	CASE	25	2	\$ 35.05	\$ 17.53	\$ 36.63	\$ 18.32	\$ 36.63	\$ 18.32	\$ 36.10	\$ 18.05	\$ 902.58
Exceptions:															
10	Chicken Meat Fully Cooked Diced (1/2") WT/DK (white & dark meat)	TYSON	5 LB	CASE	8	2	\$ 38.31	\$ 19.16	\$ 38.38	\$ 19.19	\$ 36.86	\$ 18.43	\$ 37.85	\$ 18.93	\$ 302.80
Exceptions:															

11	Chicken Quarters IF (individually frozen)	TYSON FOODS	12 OZ	CASE	6	40	\$ 82.84	\$ 2.07	\$ 82.84	\$ 2.07	\$ 82.84	\$ 2.07	\$ 82.84	\$ 2.07	\$ 497.04
Exceptions:															
12	Green Beans Frozen Cut Grade A	LAKESIDE FOODS	30 LB	CASE	14	1	\$ 37.42	\$ 37.42	\$ 37.27	\$ 37.27	\$ 37.27	\$ 37.27	\$ 37.32	\$ 37.32	\$ 522.48
Exceptions:															
13	Pork Loin CC (center cut) BNLS (boneless) STRP/ON (side strap intact)	BUTCHER BLOCK / JBS	6-10#	CASE	6	4	\$ 55.00	\$ 13.75	\$ 58.04	\$ 14.51	\$ 59.04	\$ 14.76	\$ 57.36	\$ 14.34	\$ 344.16
Exceptions:															
14	Pork Sausage LNK (link) SKLS (skinless) Mild	HILLSHIRE BRANDS	1 OZ	CASE	9	160	\$ 35.56	\$ 0.22	\$ 35.56	\$ 0.22	\$ 36.60	\$ 0.23	\$ 35.91	\$ 0.22	\$ 323.16
Exceptions:															
15	Sausage Pork Patty Mild CKD (cooked)	HILLSHIRE BRANDS	1 OZ	CASE	11	160	\$ 34.51	\$ 0.22	\$ 34.51	\$ 0.22	\$ 35.50	\$ 0.22	\$ 34.84	\$ 0.22	\$ 383.24
Exceptions:															
16	Turkey Breast Raw BNLS (boneless/skinless) foil wrapped	BUTTERBALL	8-10#	CASE	10	2	\$ 74.16	\$ 37.08	\$ 74.16	\$ 37.08	\$ 74.16	\$ 37.08	\$ 74.16	\$ 37.08	\$ 741.60
Exceptions:															
17	Veal Fritter Beer Breaded Raw Frozen w/BF (beef trimmings)	ADVANCE PIERRE FOODS	4 OZ	CASE	9	40	\$ 49.24	\$ 1.23	\$ 49.24	\$ 1.23	\$ 46.52	\$ 1.16	\$ 48.33	\$ 1.21	\$ 435.00
Exceptions:															
TOTAL PART 1 - MEAT AND PRODUCE															\$ 11,849.17

PART 2 - MISCELLANEOUS ITEMS

Quantities are usage estimates per month. Alternate items will be considered and nutritional labels and/or samples shall be provided upon request. Any and all exceptions or variances from Item description, Casepack Quantity, Item Size or Brand are to be noted on the line below each item. If no exceptions are noted, the item is understood to be an exact match. Tabulations shall be based on Case Price provided. Price per unit is requested for comparison and clarification purposes.									
NO	ITEM	BRAND	ITEM SIZE	UOM	QTY	CASEPACK QTY	CASE PRICE 8/12/22	PRICE PER UNIT	EXTENDED PRICE (QTY X CASE PRICE)
1	Cheese Mozzarella Shredded LMPS (low moisture part skim) Wisconsin	SAPUTO CHEESE USA	5LB	CASE	8	4	\$ 57.96	\$ 14.49	\$ 463.68
Exceptions:									
2	Coffee Decaf Ground 30/6.3oz packages	FOLGERS	6.3 OUNCE	CASE	18	30	\$ 136.10	\$ 4.54	\$ 2,449.80
Exceptions:									
3	Containers Foam Hinged 3 Compartment Double Tab 8x8x3	PACTIV	8X8X3"	CASE	29	150	\$ 23.63	\$ 0.16	\$ 685.27
Exceptions:									
4	Detergent RTU (ready to use) Blue Liquid Pot/Pan	KEYSTONE / ECOLAB	1GAL	CASE	12	2	\$ 36.73	\$ 18.37	\$ 440.76
Exceptions:									
5	Eggs White Medium Shell USDA AA (AA indicates egg whites are thickn & firm with yolks that are high & round)	SUNRISE ACRES INC	30 DZ	CASE	8	1	\$ 65.23	\$ 65.23	\$ 521.84
Exceptions:									
6	Eggs Whole Liquid Fresh with Citric Acid TFF (Trans Fat Free) 15/2LB containers	MICHAELS FOODS	2 LB	CASE	28	15	\$ 59.25	\$ 3.95	\$ 1,659.00
Exceptions:									
7	Green Peas Frozen	NATIONAL FROZEN FOODS	30LB	CASE	10	1	\$ 44.02	\$ 44.02	\$ 440.20
Exceptions:									
8	Ice Cream Cup Chocolate 4oz	WELLS DAIRY	4 OZ	CASE	23	48	\$ 20.87	\$ 0.43	\$ 480.01
Exceptions:									
9	Ice Cream Cups Vanilla 4oz	WELLS DAIRY	4 OZ	CASE	49	48	\$ 20.78	\$ 0.43	\$ 1,018.22
Exceptions:									
10	Juice Apple Frozen 6oz	ARDMORE / COUNTRY PURE FOODS	6 OZ	CASE	37	48	\$ 13.09	\$ 0.27	\$ 484.33
Exceptions:									
11	Juice Cranberry Blend Frozen 6oz	ARDMORE / COUNTRY PURE FOODS	4 OZ	CASE	31	96	\$ 14.75	\$ 0.15	\$ 457.25
Exceptions:									
12	Orange Juice Cup Frozen 6oz	ARDMORE / COUNTRY PURE FOODS	6 OZ	CASE	57	48	\$ 14.12	\$ 0.29	\$ 804.84
Exceptions:									
13	Juice Orange Nectar Thick L2 (mildly thick)	LYONS MAGNUS	4OZ	CASE	24	48	\$ 20.13	\$ 0.42	\$ 483.12
Exceptions:									
14	Margarine Soft Buttery Spread (non-dairy) 600/5gm	SMART BALANCE / VENTURA FOODS	5 GM	CASE	35	600	\$ 28.59	\$ 0.05	\$ 1,000.65
Exceptions:									
15	Margarine Solid ZTF (zero trans fat)	VENTURA FOODS	1LB	CASE	11	30	\$ 40.64	\$ 1.35	\$ 447.04
Exceptions:									
16	Milk 2% Dairy Nectar Thickened Consistency L2 (mildly thick) 24/8oz per case	LYONS MAGNUS	8 OZ	CASE	76	24	\$ 20.71	\$ 0.86	\$ 1,573.96
Exceptions:									

17	Milk 2% Dairy Honey Thick Consistency L3 (moderately thick) 24/8oz per case	LYONS MAGNUS	8 OZ	CASE	50	24	\$ 20.80	\$ 0.87	\$ 1,040.00
Exceptions:									
18	Peaches Irregular Sliced in Extra LS (light syrup)	PACIFIC COAST PRODUCERS	#10	CASE	9	6	\$ 43.23	\$ 7.21	\$ 389.07
Exceptions:									
19	Pear CH (choice) Diced in Extra LS (light syrup)	NEIL JONES FOODS	#10	CASE	7	6	\$ 57.36	\$ 9.56	\$ 401.52
Exceptions:									
20	Plastic Lid for Shoreline Collection (fits 5oz bowl/8oz mug)	CAMBRO	3.5 IN	CASE	13	1500	\$ 57.52	\$ 0.04	\$ 747.76
Exceptions:									
21	Plastic Lid Disposable for Shoreline Collection 9oz Bowl	CAMBRO	1000CT	CASE	11	1	\$ 48.15	\$ 48.15	\$ 529.65
Exceptions:									
22	Potatoes Mashed Complete (w/Vitamin C) Dried in a Plastic Safety Resealable Can 6/5.1LB per case	BASIC AMERICAN FOODS	5.1 LB	CASE	12	6	\$ 68.40	\$ 11.40	\$ 820.80
Exceptions:									
23	Soup Base Instant Cream Gluten Free / No Added MSG	VENTURA FOODS	28 OZ	CASE	17	6	\$ 39.72	\$ 6.62	\$ 675.24
Exceptions:									
24	Supplement MedPlus Vanilla 2.0 (2 calories per milliliter) Nectar Consistency L2 (mildly thick) 12/32oz	LYONS MAGNUS	32 OZ	CASE	27	12	\$ 41.57	\$ 3.46	\$ 1,122.39
Exceptions:									
25	Supplement Nutritional Treat Orange Flavor L4 (extremely thick)	LYONS MAGNUS	4 OZ	CASE	19	48	\$ 26.84	\$ 0.56	\$ 509.96
Exceptions:									
26	Supplement Nutritional Treat Wild Berry Flavor L4 (extremely thick)	LYONS MAGNUS	4 OZ	CASE	18	48	\$ 26.98	\$ 0.56	\$ 485.64
Exceptions:									
27	Yogurt Low Fat Strawberry Pouch	YOPLAIT / GENERAL MILLS	4 LB	CASE	14	6	\$ 37.24	\$ 6.21	\$ 521.36
Exceptions:									
28	Yogurt Low Fat Vanilla Pouch	YOPLAIT / GENERAL MILLS	4 LB	CASE	16	6	\$ 37.24	\$ 6.21	\$ 595.84
Exceptions:									
TOTAL PART 2 - MISCELLANEOUS ITEMS									\$ 21,249.20

PART 3 – CATEGORY MARK-UP RATE SHEET

Offeror shall submit applicable Percent Mark-Up on Cost for the categories listed below.		
Category	Product Category	Percent Mark-Up On Cost (Cost Defined as: Direct Product Cost including freight charge, less all vendor invoice allowances, discounts & promotions.)
1	Meat General (poultry, seafood, pork, beef, etc.) Fresh and Frozen	4%
2	Produce	8%
3	Non-Fluid Dairy	6%
4	Frozen	6%
5	Juices	3%
6	Coffee	7%
7	Fluid Dairy	5%
8	Dairy Other	6%
9	Dietary Supplements	6%
10	Chemicals and Cleaning	9%
11	Dry Goods	5%
12	Smallwares and Disposables	5%

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 Signature on File _____ Director of Contract Sales L
(Signature and Title)

CORPORATE SEAL
(If available)

BID MUST BE SIGNED AND NOTARIZED (WITH SEAL) FOR CONSIDERATION

Subscribed and sworn to before me this 15th day of September AD, 20 22

(Notary Public) My Commission Expires: _____

SEAL

**SECTION 9 - MANDATORY FORM
PRIMARY AND SECONDARY FOOD SERVICE 22-082-DCC**

(PLEASE TYPE OR PRINT THE FOLLOWING INFORMATION)

Full Name of Bidder	Sysco Chicago		
Main Business Address	250 Wieboldt Drive		
City, State, Zip Code	Des Plaines, IL 60016		
Telephone Number	847-699-5400	Email Address	joshua.kackley@sysco.com
Bid Contact Person	Josh Kackley		

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:

Signature on File

VP of Finance

(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 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	Sysco Chicago	NAME	Sysco Chicago
CONTACT	Joshua Kackley	CONTACT	Jillian Stadick
ADDRESS	250 Weiboldt Drive	ADDRESS	250 Weiboldt Drive
CITY ST ZIP	Des Plaines, IL 60016	CITY ST ZIP	Des Plaines, IL 60016
TX	847-699-4869	TX	847-699-6720
FX		FX	
EMAIL	joshua.kackley@sysco.com	EMAIL	jillian.stadick@sysco.com
COUNTY BILL TO INFORMATION:		COUNTY SHIP TO INFORMATION:	
DuPage Care Center Attn: Nancy Palima 400 North County Farm Road Wheaton, IL 60187 TX: (630) 784-4422		DuPage Care Center Attn: Mario Plata 400 North County Farm Road Wheaton, IL 60187 TX: (630) 784-4416	
		DuPage County JTK Administration Building Attn: Rafael Lopez 421 North County Farm Road Wheaton, IL 60187 TX: (630) 407-5760	
		DuPage County Judicial Office Facility Attn: Tom Fiala 505 North County Farm Road Wheaton, IL 60187 TX: (630) 407-8293	

ALL MATERIALS MUST BE PROPOSED AND SHIPPED F.O.B. DELIVERED (FREIGHT INCLUDED IN PRICE)



REQUIRED VENDOR ETHICS DISCLOSURE STATEMENT

Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	22-082-DCC
COMPANY NAME:	Sysco Chicago
CONTACT PERSON:	Jillian Stadick
CONTACT EMAIL:	jillian.stadick@sysco.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: Jillian Stadick

Signature: **Signature on File**

Title: Customer Experience Manager

Date: 09/22/2025



Care Center Requisition Under \$30,000

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

File #: 25-2546

Agenda Date: 10/21/2025

Agenda #: 7.F.



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

SECTION 1: DESCRIPTION

<i>General Tracking</i>		<i>Contract Terms</i>	
FILE ID#: 25-2488	RFP, BID, QUOTE OR RENEWAL #: 24-114-DCC	INITIAL TERM WITH RENEWALS: 1 YR + 3 X 1 YR TERM PERIODS	INITIAL TERM TOTAL COST: \$21,673.02
COMMITTEE: HUMAN SERVICES	TARGET COMMITTEE DATE: 10/21/2025	PROMPT FOR RENEWAL: 3 MONTHS	CONTRACT TOTAL COST WITH ALL RENEWALS: \$79,192.08
	CURRENT TERM TOTAL COST: \$19,173.02	MAX LENGTH WITH ALL RENEWALS: FOUR YEARS	CURRENT TERM PERIOD: FIRST RENEWAL
<i>Vendor Information</i>		<i>Department Information</i>	
VENDOR: Relias	VENDOR #: 27475	DEPT: DuPage Care Center	DEPT CONTACT NAME: Anita Rajagopal
VENDOR CONTACT: Joshua Weekman	VENDOR CONTACT PHONE: 877-200-0020	DEPT CONTACT PHONE #: 630-784-4200	DEPT CONTACT EMAIL: anita.rajagopal@dupagecounty.gov
VENDOR CONTACT EMAIL: jweekman@relias.com	VENDOR WEBSITE:	DEPT REQ #: 7539	
<i>Overview</i>			
DESCRIPTION Identify scope of work, item(s) being purchased, total cost and type of procurement (i.e., lowest bid, RFP, renewal, sole source, etc.). Recommendation for the approval of a contract purchase order for a Learning Management System for the DuPage Care Center, for the period January 1, 2026 through December 31, 2026, for a contract total not to exceed \$19,173.02, under renewal of RFP #24-114-DCC.			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished This is a centralized platform that delivers courses to the DuPage Care Center to enable staff to complete annual in-services while at the same time gaining continuing education credits for licensed staff, automating reports quickly from one central place to all levels of leadership to increase transparency and visibility throughout and to be able to report various information per CMS and IDPH guidelines and regulations.			

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. Customer Service
RECOMMENDATION AND TWO ALTERNATIVES	Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request, including status quo, (i.e., take no action). 1) Approve contract to Relias for Learning Management System for the DuPage Care Center, for the period January 1, 2026 through December 31, 2026, for a contract total not to exceed \$19,173.02. 2) Do not approve contract to Relias for Learning Management System for the DuPage Care Center, for the period January 1, 2026 through December 31, 2026, for a contract total not to exceed \$19,173.02, which does not allow staff to customize and improve quality of trainings, or efficiently track and report continuing education which is a CMS and IDPH requirement.

SECTION 4: SOLE SOURCE MEMO/JUSTIFICATION

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

SECTION 5: Purchase Requisition Information

<i>Send Purchase Order To:</i>		<i>Send Invoices To:</i>	
Vendor: Relias	Vendor#: 27475	Dept: DuPage Care Center	Division: Administration
Attn: Joshua Weekman	Email: jweekman@relias.com	Attn: Anita Rajagopal	Email: anita.rajagopal@dupagecounty.gov
Address: 1010 Sync Street, Suite 100	City: Morrisville	Address: 400 N. County Farm Road	City: Wheaton
State: NC	Zip: 27560	State: IL	Zip: 60187
Phone: 877-200-0020	Fax:	Phone: 630-784-4200	Fax:
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Relias	Vendor#: 27475	Dept: DuPage Care Center	Division:
Attn: Joshua Weekman	Email: jweekman@relias.com	Attn:	Email: anita.rajagopal@dupagecounty.gov
Address: 1010 Sync Street, Suite 100	City: Morrisville	Address: 400 N. County Farm Road	City: Wheaton
State: NC	Zip: 27560	State: IL	Zip: 60187
Phone: 877-200-0020	Fax:	Phone: 630-784-4200	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): January 1, 2026	Contract End Date (PO25): December 31, 2026

Purchase Requisition Line Details											
LN	Qty	UOM	Item Detail (Product #)	Description	FY	Company	AU	Acct Code	Sub-Accts/ Activity Code	Unit Price	Extension
1	1	EA		learning management system (subscription)	FY26	1200	2000	53807		19,173.02	19,173.02
<i>FY is required, ensure the correct FY is selected.</i>										Requisition Total	\$ 19,173.02

Comments	
HEADER COMMENTS	Provide comments for P020 and P025. Recommendation for the approval of a contract purchase order for a Learning Management System for the DuPage Care Center, for the period January 1, 2026 through December 31, 2026, for a contract total not to exceed \$19,173.02, under renewal of RFP #24-114-DCC.
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO. October 21, 2025 Human Services Committee
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
LEARNING MANAGEMENT SYSTEM FOR THE DUPAGE CARE CENTER 24-114-DCC
BID TABULATION

Criteria	Available Points	Relias	Absorb	NEOGOV	Syngen	Mercurius Inc.
Firm Qualifications	20	20	16	11	12	10
Key Qualifications	30	28	22	17	14	15
Project Understanding	30	29	20	16	16	15
Price	20	20	16	16	4	4
Total	100	97	75	60	46	44

Fee and Rate Proposal (Design Only)	\$	26,673.02	\$	32,360.00	\$	32,714.00	\$	134,932.00	\$	149,595.00
Percentage of points		100%		82%		82%		20%		18%
Points awarded (wtd against lowest price)		20		16		16		4		4

NOTES

1. Dayforce US, Inc. has been deemed non-responsive for not including required documents.
2. Curriculum Global Learn LLC has been deemed non-responsive for not including required documents.
3. MedTrainer, Inc. has been deemed non-responsive for not including required documents.

RFP Posted on 10/18/2024	HK, BR
Bid Opened On 11/07/2024, 2:30 PM by	
Invitations Sent	9
Total Requesting Documents	4
Total Bid Responses Received	8

BIDDER: Relias LLC

SECTION 8 - BID FORM PRICING

Quantities listed are canvassing quantities and are intended to establish pricing.

NO.	ITEM/DESCRIPTION	UOM	QTY	PRICE	EXTENDED PRICE
1	Software Licensing/Subscription	EA	1	\$19,173.02 annually	\$19,173.02 annually
2	Implementation Services	EA	1	\$2,500 one-time fee	\$2,500 one-time fee
3	Data Migration*	EA	1	\$2,000 one-time fee (optional)	\$2,000 one-time fee (optional)
4	Customization*	EA	1	\$3,000 one-time fee (optional)	\$3,000 one-time fee (optional)
5	Training and Onboarding	EA	400	Included in Line-Item 2	Included in Line-Item 2
6	Support and Maintenance	EA	1	Included in Line-Item 1	Included in Line-Item 1
OTHER COSTS (SPECIFY)					
7		EA	1	\$	\$
8		EA	1	\$	\$
9		EA	1	\$	\$
10		EA	1	\$	\$
GRAND TOTAL					\$24,673.02 (includes all options)
GRAND TOTAL (In words)		Twenty-four thousand six hundred seventy-three dollars and two cents			

*Line-Item 3 includes migration of up to 10,000 lines of historical data. If more than 10,000 lines of data are needed, costs may change.

**Line-Item 4 includes Single Sign On configuration (\$1,000) and HRIS integration support (\$2,000). Both are optional add-ons.

Additional pricing information has been attached immediately following this page.

Executive Summary – DuPage Care Center

Current Needs:

*A centralized platform that delivers courses to your staff enabling them to complete annual in-services while at the same time gaining continuing education credits for licensed staff, automating reports quickly from one central place to all levels of leadership to increase transparency and visibility throughout.

Solution Recommendation:

- Implement the Relias platform with the following libraries of content: Regulatory and Compliance, Skilled Nursing, Rehab Therapy, MDS/CMAC Quality, in conjunction with the Professional Development library. These together will help increase the knowledge, deliver better outcomes, and ensure quality improvement through a single, trusted vendor. **These libraries will include all compliance requirements for the state of Illinois, continuing education credits for those licensed staff,** and soft skills courses that are job role specific.

Platform and Package Overview:

- Access to a library of 2,500+ high quality, interactive courses that meet the skilled acuity level of the Skilled Nursing library. These libraries will include all compliance requirements for the state of Illinois, continuing education credits for those licensed staff. **Additionally, you will have the ability to upload your own created content.**

Implementation Services Include:

- Your implementation consultant will work closely with you to: build your custom website, teach you how to create training plans, upload your users into the system, customize and save reports, and make sure you can function efficiently as an administrator of your own site. You will also receive Relias Support for the entire length of the contract as part of this cost. **We can migrate historical data to Relias from your existing platform, as well as integrate to your HR platform, and roll out a single sign tool if warranted, all for a fee as listed below.**

Timeline Expectations:

- Target timeline for Go-Live is 30-45 days after project is assigned to your implementation consultant.

ANNUAL COST BREAKDOWN: 1 - YEAR SUBSCRIPTION

Skilled Nursing Package		
Platform	Relias Platform	400 Total Users
Solutions	Regulatory and Compliance for PAC	400 users
	Skilled Nursing	180 users
	MDS/CMAC Quality	3 users
	Professional Development for PAC	40 users
	Rehab Therapy Services	12 users
Services	Client Support	Ongoing service to ensure you deliver valuable education to your employees
	Implementation	Onboarding/training to ensure success
Annual Subscription		\$19,173.02 for Years 2, 3, etc
Price per Employee, Per Year		\$47.93
Implementation (One time set-up fee)		\$2,500.00
HRIS Integration Fee		\$2,000 (Optional)
Single Sign On		\$1,000 (Optional)
Historical Data Migration		\$2,000 for up to 10,000 lines of data (Optional)
Total Cost (Year 1)		\$24,673.02 (Including all options)

Feel free to dive into our terms and conditions here:

[Relias MSA](#)

[Relias Schedule A](#)

SECTION 9 - PROPOSAL FORM

(PLEASE TYPE OR PRINT THE FOLLOWING INFORMATION)

Full Name of Offeror	Relias LLC
Main Business Address	1010 Sync Street
	Suite 100
City, State, Zip Code	Morrisville, NC 27560
Telephone Number	877-200-0020
Fax Number	
Proposal Contact Person	Joseph Nelthorpe, Account Executive
Email Address	jnelthorpe@relias.com

The undersigned certifies that he is:

the Owner/Sole
Proprietora Member of the
Partnershipan Officer of the
Corporation (LLC)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:

Kay Krafft, CEO

(President or Partner)

Maysa Dhadouli, Senior Vice President

(Vice-President or Partner)

Christopher Benecke, Secretary

(Secretary or Partner)

Ross Golden, Chief Financial Officer

(Treasurer or Partner)

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

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

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

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

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

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

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

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

PROPOSAL AWARD CRITERIA

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

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

X  _____
(Signature and Title)

CORPORATE SEAL
(If available)

PROPOSAL MUST BE SIGNED FOR CONSIDERATION

Subscribed and sworn to before me this _____ day of _____ AD, 2024

My Commission Expires: _____
(Notary Public)



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 Relias LLC, located at 1010 Sync Street, Suite 100, Morrisville, NC 27560, hereinafter called the "CONTRACTOR", witnesseth;

The COUNTY and the CONTRACTOR have previously entered into a Contract, pursuant to Bid #24-114-DCC which became effective on 1/1/2025 and which will expire 12/31/2025. 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 12/31/2026.

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

Henry Kocker

PRINTED NAME

Buyer I

PRINTED TITLE

DATE



Ross Golden

PRINTED NAME

CFO

PRINTED TITLE

10-Oct-2025

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:	24-114-DCC
COMPANY NAME:	RELIAS LLC
CONTACT PERSON:	Hilton Mitchell or Michael Allen
CONTACT EMAIL:	mallen@relias.com or hmitchell@relias.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:

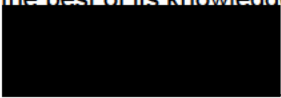
[Ethics | DuPage Co, IL](#)

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: Ross Golden Signature: 

Title: CFO Date: 10-Oct-2025