



DU PAGE COUNTY

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

Economic Development Committee Final Regular Meeting Agenda

Tuesday, June 17, 2025

8:30 AM

Room 3500A

1. CALL TO ORDER

2. ROLL CALL

3. CHAIRWOMAN'S REMARKS - CHAIR YOO

4. PUBLIC COMMENT

5. APPROVAL OF MINUTES

5. A. [25-1540](#)

Economic Development Committee - Summary Minutes - May 20, 2025

6. INCUMBENT WORKER TRAINING

6. A. [25-1505](#)

Noteable Notes Board Memo

6. B. [25-1506](#)

Sumitomo

7. GRANT PROPOSAL NOTIFICATIONS

7. A. [25-1521](#)

GPN 017-25: Illinois Department of Commerce & Economic Opportunity, Department of Labor, Workforce Innovation & Opportunity Act Grant (WIOA) PY25, \$6,140,333. (Human Resources, Workforce Development Division)

8. PROCUREMENT REQUISITIONS

8. A. [25-1459](#)

Recommendation for the approval of a contract to the Western DuPage Chamber of Commerce, to fulfill the role as the "One Stop Operator", for the Workforce Development Division, for a contract total amount not to exceed \$24,000, per RFP #25-048-WIOA.

9. PRESENTATION

Greg Bedalov, Choose DuPage: Industry Cluster Analysis

10. OLD BUSINESS

11. NEW BUSINESS

12. ADJOURNMENT



Minutes

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

File #: 25-1540

Agenda Date: 6/17/2025

Agenda #: 5. A.



DU PAGE COUNTY

Economic Development Committee

Final Summary

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

Tuesday, May 20, 2025

8:30 AM

Room 3500A

1. CALL TO ORDER

8:30 AM meeting was called to order by Chair Yeena Yoo at 8:32 AM.

2. ROLL CALL

Chair Yoo read the language and asked for a motion allowing Member Galassi to participate the meeting remotely. The motion was made by Member Haider and seconded by Member Rutledge. Motion Carries. Also present for the meeting were Members Lucy Chang-Evans and Paula Deacon-Garcia.

PRESENT	Childress, Eckhoff, Haider, Rutledge, and Yoo
REMOTE	Galassi

3. CHAIRWOMAN'S REMARKS - CHAIR YOO

Chair Yoo welcomed the guest speakers for Asian American Pacific Islander Heritage month and thanked them for coming to share their experience as entrepreneurs in DuPage County. The Chair also reminded the Committee of the upcoming Health Care Industry Insight meeting to be held in June.

4. PUBLIC COMMENT

No public comments were offered.

5. APPROVAL OF MINUTES

5. A. [25-0925](#)

Economic Development Committee - Minutes - March 18, 2025

Attachments: [Economic Development Committee - Summary Minutes - March 18, 2025](#)

RESULT:	APPROVED
MOVER:	Saba Haider
SECONDER:	Michael Childress

6. INCUMBENT WORKER TRAINING

6. A. [25-1315](#)

Billco Corporation Board Memo

Attachments: [Billco Board Memo](#)

RESULT:	ACCEPTED AND PLACED ON FILE
MOVER:	Saba Haider
SECONDER:	Sheila Rutledge

6. B. [25-1316](#)

Elba Tool Company, Inc. Board Memo

Attachments: [Elba Tool Board Memo](#)

RESULT:	ACCEPTED AND PLACED ON FILE
MOVER:	Saba Haider
SECONDER:	Sheila Rutledge

7. **RESOLUTIONS**7. A. [FI-R-0081-25](#)

Acceptance and appropriation of additional funding for the Illinois Department of Commerce and Economic Opportunity Workforce Innovation and Opportunity Act (WIOA) Grant PY23, Inter-Governmental Agreement No. 23-681006, Company 5000 - Accounting Unit 2840, \$5,668. (Under the administrative direction of the Human Resources Department)

Attachments: [Attachment I-Budget Page](#)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Michael Childress
SECONDER:	Saba Haider

9. **SPOTLIGHT ON AAPI HERITAGE MONTH**

9. A. Melissa Villanueva (Brewpoint Coffee & Roastery) & Larry Blackburn (Datatelligent)

Speakers Melissa Villanueva and Larry Blackburn, shared their stories on how they began their entrepreneurship, experiences, and challenges as business owners in DuPage County. Questions were taken from Committee Members.

8. **GROUND TRANSPORTATION GRANT UPDATE**

A motion was made by Chair Yoo, seconded by Member Haider, to move item 8.A. down the agenda, to 9. A., to accommodate the DCVB for time. Motion passes.

8. A. Beth Marchetti, DuPage Convention & Visitor's Bureau

Beth Marchetti, Executive Director of the DuPage Convention & Visitors Bureau, updated the Committee Members on four events that the Ground Transportation Grant has helped secure for DuPage County and the estimated economic impact these events will have. Questions were taken from Committee Members.

10. **OLD BUSINESS**

No old business was discussed.

11. NEW BUSINESS

No new business was discussed.

12. ADJOURNMENT

With no further business, the meeting was adjourned by Chair Yoo at 9:04 AM.



Informational

421 N. COUNTY FARM
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WHEATON, IL 60187
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File #: 25-1505

Agenda Date: 6/17/2025

Agenda #: 6. A.



**DUPAGE
COUNTY**

**Workforce
Development**

2525 Cabot Drive,
Suite 302
Lisle, IL 60532

630-955-2030
Fax: 630-955-2059

www.worknetdupage.org

HUMAN RESOURCES

630-407-6300
Fax: 630-407-6301
DPCHumanResources@dupageco.org

www.dupageco.org/hr

Memo

Date: May 21, 2025
To: Economic Development Committee
From: Griffin Leininger, Business Services Lead, DuPage Workforce Development Division
RE: Incumbent Worker Training Application – Noteable Notes

Noteable Notes is a woman-owned business that has been operating for the past 23 years. This music school has 2 locations in Wheaton, IL and one location in Bloomingdale. It currently serves over 300 students in DuPage County. Noteable Notes teaches most instruments, hosts performances and hopes to include group music theory courses.

Noteable Notes identified multiple certification programs to enhance their business. The Elite Educator Program is a high-level pedagogical and business training designed for educators committed to significantly growing their music business with advanced entrepreneurial training, strategic planning and financial mastery to enhance teaching and business profitability.

The Piano Technician certification is designed to train technicians to take the Registered Piano Technician exams given by the Piano Technicians Guild. This course will allow Noteable Notes to maintain, tune, etc. their collection of pianos (including grand pianos) in-house without needing to pay outside Technicians for that service.

These training programs are geared to increase trainee knowledge and add additional revenue streams, make the business more efficient and reduce annual tuning and repair costs by 75%.

Notes:

- * Noteable Notes - 2 Employees
- * Located in Wheaton, Illinois
- * Number of Incumbent Workers to be Trained: 2
- * Total Amount Approved: \$13,575.75



Informational

421 N. COUNTY FARM
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WHEATON, IL 60187
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File #: 25-1506

Agenda Date: 6/17/2025

Agenda #: 6. B.



**DUPAGE
COUNTY**

**Workforce
Development**

2525 Cabot Drive,
Suite 302
Lisle, IL 60532

630-955-2030
Fax: 630-955-2059
www.worknetdupage.org

HUMAN RESOURCES

630-407-6300
Fax: 630-407-6301
DPCHumanResources@dupageco.org

www.dupageco.org/hr

Memo

Date: May 30, 2025
To: Economic Development Committee
From: Nicolas J. Webb, Business Services Representative, DuPage Workforce Development Division
RE: Incumbent Worker Training Application – Sumitomo Drive Technologies

Sumitomo Drive Technologies, based in Glendale Heights, assembles and paints speed reducers (gear motors) for industrial applications. They serve the aggregate, agriculture, water processing, manufacturing, food, lumber, parcel, and many more industries by providing them with key drive components of their industrial machinery.

The company incurs costs in maintenance and the loss of productivity during down-time that will be remedied by routine and preventative maintenance of their equipment. They also currently hold a “very small generator” status with the Environmental Protection Agency’s categories of waste generators. This status will be maintained despite Sumitomo’s increased productivity through optimal painting practices designed to cover the most surface while using the least amount of paint.

Training covers preventative maintenance procedures and timelines for paint mixing machinery and overhead crane systems as well as machinery painting preparation and waste-mitigation.

Notes:

- * Sumitomo Drive Technologies — 48 Employees
- * Located in Glendale Heights, Illinois
- * Number of Incumbent Workers to be Trained: 16
- * Total Amount Approved: \$11,823.00



Grant Proposal Notifications

421 N. COUNTY FARM
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www.dupagecounty.gov

File #: 25-1521

Agenda Date: 6/17/2025

Agenda #:



Grant Proposal Notification

GPN Number: 017-25
(Completed by Finance Department)

Date of Notification: 06/09/2025
(MM/DD/YYYY)

Parent Committee Agenda Date: 06/17/2025
(Completed by Finance Department) (MM/DD/YYYY)

Grant Application Due Date: 06/26/2025
(MM/DD/YYYY)

Name of Grant: Workforce Innovation & Opportunity Act (WIOA) PY25

Name of Grantor: IL Department of Commerce & Economic Opportunity

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

County Department: Human Resources - Workforce Development Division

Department Contact: Lisa Schvach, Director of Workforce Dev Div (955-2066)
(Name, Title, and Extension)

Parent Committee: Economic Development

Grant Amount Requested: \$ 6,140,333.00

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

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

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

If Federal, provide CFDA: 17.258,17.259,17.278

If State, provide CSFA: 420-30-0076



Grant Proposal Notification

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

Provide scholarships (grants) for occupational training/education programs as well as job search and career services assistance to unemployed and underemployed residents of DuPage County so they may acquire or upgrade skills and become employed. This will be done through 3 funding streams, namely Adult, Dislocated Worker, and Youth.

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

Thriving Economy:

6. Increase access to employment and career opportunities in key sectors of the DuPage County economy by providing workforce development programming.

This grant will allow the DuPage County Workforce Development Division to provide training assistance to DuPage County residents to better qualify for job opportunities in in-demand careers and secure/retain employment.

3. What is the period covered by the grant?

07/01/2025 to: 06/30/2027
(MM/DD/YYYY) (MM/DD/YYYY)

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

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

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

No

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

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

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

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



Grant Proposal Notification

6. Does the grant allow for Personnel Costs? (Yes or No) Yes
- 6.1. If yes, what are the total projected salary and fringe benefit costs of personnel charging time to the grant for the entire term of the grant? Compute County-provided benefits at 40%.
- 6.1.1. Total salary \$1,898,584.00 Percentage covered by grant 100%
- 6.1.2. Total fringe benefits \$664,504.00 Percentage covered by grant 100%
- 6.1.3. Are any of the County-provided fringe benefits disallowed? (Yes or No): No
- 6.1.3.1. If yes, which ones are disallowed?
- 6.1.3.2. If the grant does not cover 100% of the personnel costs, from what Company-Accounting Unit will the deficit be paid?
- Other WIOA under 5000-2840 or 5000-2841
- 6.2. Will receipt of this grant require the hiring of additional staff? (Yes or No): No
- 6.2.1. If yes, how many new positions will be created?
- 6.2.1.1. Full-time _____ Part-time _____ Temporary _____
- 6.2.1.2. Will the headcount of the new position(s) be placed in the grant accounting unit? _____
(Yes or No)
- 6.2.1.2.1. If no, in what Company-Accounting Unit will the headcount(s) be placed?

Grant Proposal Notification

<p>6.3. Does the grant award require the positions to be retained beyond the grant term? (Yes or No)</p>	<p><u>No</u></p>
<p>6.3.1. If yes, please answer the following:</p>	
<p>6.3.1.1. How many years beyond the grant term?</p>	<p>_____</p>
<p>6.3.1.2. What Company-Accounting Unit(s) will be used?</p>	<p>_____</p>
<p>6.3.1.3. Total annual salary</p>	<p>_____</p>
<p>6.3.1.4. Total annual fringe benefits</p>	<p>_____</p>
<p>7. Does the grant allow for direct administrative costs? (Yes or No)</p>	<p><u>Yes</u></p>
<p>7.1. If yes, please answer the following:</p>	
<p>7.1.1. Total estimated direct administrative costs for project</p>	<p><u>\$614,033.00</u></p>
<p>7.1.2. Percentage of direct administrative costs covered by grant</p>	<p><u>100%</u></p>
<p>7.1.3. What percentage of the grant total is the portion covered by the grant</p>	<p><u>10%</u></p>
<p>8. What percentage of the grant funding is non-personnel cost / non-direct administrative cost?</p>	<p><u>57%</u></p>
<p>9. Are matching funds required? (Yes or No):</p>	<p><u>No</u></p>
<p>9.1. If yes, please answer the following:</p>	
<p>9.1.1. What percentage of match funding is required by granting entity?</p>	<p>_____</p>
<p>9.1.2. What is the dollar amount of the County's match?</p>	<p>_____</p>



Grant Proposal Notification

9.1.3. What Company-Accounting Unit(s) will provide the matching requirement? _____

10. What amount of funding is already allocated for the project? \$0.00

10.1. If allocated, in what Company-Accounting Unit are the funds located? _____

10.2. Will the project proceed if the funding opportunity is not awarded? (Yes or No): No

11. What is the total project cost (Grant Award + Match + Other Allocated Funding)? \$6,140,333.00



Economic Development Requisition under \$30,000

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

File #: 25-1459

Agenda Date: 6/17/2025

Agenda #: 8. 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 #: 25-048-WIOA	INITIAL TERM WITH RENEWALS: 1 YR + 3 X 1 YR TERM PERIODS	INITIAL TERM TOTAL COST: \$24,000.00
COMMITTEE: ECONOMIC DEVELOPMENT	TARGET COMMITTEE DATE: 06/17/2025	PROMPT FOR RENEWAL:	CONTRACT TOTAL COST WITH ALL RENEWALS: \$96,000.00
	CURRENT TERM TOTAL COST: \$24,000.00	MAX LENGTH WITH ALL RENEWALS: FOUR YEARS	CURRENT TERM PERIOD: INITIAL TERM
Vendor Information		Department Information	
VENDOR: Western DuPage Chamber of Commerce	VENDOR #: 23042	DEPT: HR/WDD	DEPT CONTACT NAME: Jamie Brown
VENDOR CONTACT: David J. Sabathne	VENDOR CONTACT PHONE: (630) 231-3003	DEPT CONTACT PHONE #: (630) 955-2033	DEPT CONTACT EMAIL: jbrown@worknetdupage.org
VENDOR CONTACT EMAIL: dave@westerndupagechamber.com	VENDOR WEBSITE: www.westerndupagechamber.com	DEPT REQ #:	

Overview

DESCRIPTION Identify scope of work, item(s) being purchased, total cost and type of procurement (i.e., lowest bid, RFP, renewal, sole source, etc.). An RFP was issued to secure proposals for a One-Stop Operator (OSO). The basic role of a OSO is to coordinate the service delivery of participating one-stop partners and service providers. The scope for this role will be to coordinate service delivery between the DuPage County Workforce Development Division (WDD) and various State and local agencies that assist jobseekers and the public. Cost of the initial term will be \$24,000, with 3 additional 1-year terms possible, bring the total of this PO and subsequent COs to \$96,000.

JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished
The One-Stop Operator (OSO) is a role required per the Workforce Innovation and Opportunity Act (WIOA). The OSO's role is to facilitate ongoing, consistent communication between the various partner agencies, of which the WDD is one. The OSO aims to improve service integration between the partners and works as a sort of ombudsman when needed.

SECTION 2: DECISION MEMO REQUIREMENTS

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

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

SECTION 3: DECISION MEMO

STRATEGIC IMPACT	Select an item from the following dropdown menu of County's strategic priorities that this action will most impact. ECONOMIC GROWTH
SOURCE SELECTION	Describe method used to select source. RFP #25-048-WIOA
RECOMMENDATION AND TWO ALTERNATIVES	Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request, including status quo, (i.e., take no action). The recommendation is to award a contract to the Western DuPage Chamber of Commerce to fulfill the role of the OSO. Taking no action will result in the absence of a OSO, which is required by the WIOA.

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: Western DuPage Chamber of Commerce	Vendor#: 23042	Dept: HR	Division: WDD
Attn: David J. Sabathne	Email: team@westerndupagechamber.com	Attn: Jamie Brown	Email: jbrown@worknetdupage.org
Address: 306 Main St.	City: West Chicago	Address: 2525 Cabot Dr. Suite 302	City: Lisle
State: Illinois	Zip: 60185	State: Illinois	Zip: 60532
Phone: (630) 231-3003	Fax:	Phone: (630) 955-2033	Fax: (630) 955-2059
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Western DuPage Chamber of Commerce	Vendor#: 23042	Dept:	Division:
Attn: David J. Sabathne	Email: team@westerndupagechamber.com	Attn:	Email:
Address: 306 Main St.	City: West Chicago	Address:	City:
State: Illinois	Zip: 60185	State:	Zip:
Phone: (630) 231-3003	Fax:	Phone:	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Jul 1, 2025	Contract End Date (PO25): Jul 1, 2026
Contract Administrator (PO25):			

Purchase Requisition Line Details											
LN	Qty	UOM	Item Detail (Product #)	Description	FY	Company	AU	Acct Code	Sub-Accts/ Activity Code	Unit Price	Extension
1	1	EA		ONE-STOP OPERATOR - 25-681006		5000	2840	53090	25-681006	24,000.00	24,000.00
<i>FY is required, assure the correct FY is selected.</i>										Requisition Total	\$ 24,000.00

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. Jamie Brown - Worknet 630-955-2033, Tabassum Haleem- Finance x6145
APPROVALS	Department Head signature approval for procurements under \$15,000. Procurement Officer Approval for ETSB.

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



**THE COUNTY OF DUPAGE
FINANCE - PROCUREMENT
ONE STOP OPERATOR 25-048-WIOA
BID TABULATION**

✓

Criteria	Available Points	Western DuPage Chamber of Commerce, Inc.
Firm Qualifications	30	30
Key Qualifications	30	29
Project Understanding	20	20
Price	20	20
Total	100	99

Fee and Rate Proposal (Design Only)	\$ 24,000.00
Percentage of points	100%
Points awarded (wtd against lowest price)	20

NOTES

RFP Posted on April 1, 2025	VC, SR
Bid Opened on May 1, 2025, 2:30 PM by	
Invitations Sent	102
Total Requesting Documents	3
Total Bid Responses Received	1

PROPOSAL PRICING FORM

Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	ONE Stop Operator 25-048-W10A
COMPANY NAME:	Western DuPage Chamber of Commerce
CONTACT PERSON:	David G. Sabathne
CONTACT EMAIL:	dave@westerndupagechamber.com

Section II: Pricing

Monthly rate provided shall be for all roles and responsibilities detailed in the Statement of Work.

NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE
1	Monthly Rate for One Stop Operator	MO	12	\$ 2,000	\$ 24,000
GRAND TOTAL					\$ 24,000
GRAND TOTAL (In words) Twenty Four Thousand EVEN Dollars					

Section III: Certification

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

Printed Name: David G. Sabathne

Signature: 

Title: President / CEO

Date: 4/29/2025



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

PROPOSAL FORM

Section I: Contact Information

Complete the contact information below.

RFP NUMBER:	One Stop Operator 25-048-W10A
COMPANY NAME:	Western DuPage Chamber of Commerce, Inc.
MAIN ADDRESS:	306 Main Street
CITY, STATE, ZIP CODE:	West Chicago, IL 60185
TELEPHONE NO.:	630-231-3003
CONTACT PERSON:	David F. Sabathne
CONTACT EMAIL:	dave@westerndupagechamber.com

Section III: Certification

The undersigned certifies that they are:

☐ The Owner or Sole Proprietor

☐ A Member authorized to sign on behalf of the Partnership

☒ An Officer of the Corporation

☐ A Member of the Joint Venture

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

David F. Sabathne
(President or Partner)

Efrain Aguilar
(Vice-President or Partner)

Nancy Perillo
(Secretary or Partner)

David Fischesser
(Treasurer or Partner)

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

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

Section III: Certification

The undersigned certifies that they are:

☐ The Owner or Sole Proprietor

☐ A Member authorized to sign on behalf of the Partnership

☒ An Officer of the Corporation

☐ A Member of the Joint Venture

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

David J. Sabathne
(President or Partner)

Efrain Aguilar
(Vice-President or Partner)

Nancy Perillo
(Secretary or Partner)

David Fischesser
(Treasurer or Partner)

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

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

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

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

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

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

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

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

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

Printed Name: David J. Sabathne

Signature: [Redacted Signature]

Title: President / CEO

Date: 4/29/2025



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

REQUIRED VENDOR ETHICS DISCLOSURE STATEMENT

Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	One Stop Operator 25-048-W10A
COMPANY NAME:	Western DuPage Chamber of Commerce, Inc.
CONTACT PERSON:	David J. Sabathne
CONTACT EMAIL:	dave@westerndupagechamber.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: David F. Sabathne

Signature: _____

Title: President / CEO

Date: 4/29/2025