



DU PAGE COUNTY

Public Works Committee

Final Summary

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

Tuesday, September 16, 2025

9:00 AM

Room 3500B

1. CALL TO ORDER

9:00 AM meeting was called to order by Chair Michael Childress at 9:02 AM.

Chair Michael Childress appointed member Melissa Martinez to the Public Works Committee.

2. ROLL CALL

Member Galassi arrived at 9:10 am due to attending another committee meeting.

Other board members present:

Member Saba Haider and Member Yeena Yoo arrived at 9:17 am due to attending another committee meeting.

PRESENT	Childress, Garcia, Martinez, and Ozog
REMOTE	DeSart, and Zay
LATE	Galassi

MOTION TO ALLOW REMOTE PARTICIPATION

Member Garcia moved and Member Ozog seconded a motion to allow Member Desart and Vice Chair Zay to participate remotely.

RESULT:	APPROVED
MOVER:	Paula Garcia
SECONDER:	Mary Ozog

3. CHAIRMAN'S REMARKS - CHAIR CHILDRESS

No remarks were offered.

4. PUBLIC COMMENT

No public comments were offered.

5. APPROVAL OF MINUTES

5.A. [25-2218](#)

Public Works Committee - Regular Meeting Minutes - Tuesday, September 2, 2025.

RESULT:	APPROVED
MOVER:	Paula Garcia
SECONDER:	Mary Ozog

6. CONSENT ITEMS

6.A. [25-1953](#)

Public Works - Insituform Technologies LLC 7249SERV - This Purchase Order is decreasing in the amount of \$18,500 and closing due to contract expiration.

RESULT:	APPROVED
MOVER:	Michael Childress
SECONDER:	Paula Garcia

6.B. [25-1954](#)

Public Works - Insituform Technologies LLC 7270SERV - This Purchase Order is decreasing in the amount of \$55,384 and closing due to contract expiration.

RESULT:	APPROVED
MOVER:	Paula Garcia
SECONDER:	Mary Ozog

6.C. [25-2220](#)

Public Works - Amendment to Contract 6303SERV, issued to Donohue and Associates, for on-call professional engineering for SCADA Support, for a change order to extend the contract to November 30, 2026, with no change in contract total.

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

7. JOINT PURCHASING AGREEMENT

7.A. [FM-P-0048-25](#)

Recommendation for the approval of a contract to Carbon Day EV Charging, to furnish and deliver one ChargePoint electric vehicle charging station (Level 3), and provide a 5-year commercial cloud plan for the County campus, for the period of September 24, 2025 through September 23, 2030, for a contract total amount not to exceed \$39,999. Contract pursuant to the Intergovernmental Cooperation Act (Sourcewell Contract #042221-CPI). (Job #23-05504)

Member Ozog and Vice Chair Zay asked for clarification on the placement and specification of the EV Charging Station and Chief Administrative Officer Nick Kottmeyer and Director of Facilities Management Tim Harbaugh responded.

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Michael Childress
SECONDER:	Paula Garcia

8. BID AWARD

8.A. [FM-P-0045-25](#)

Recommendation for the approval of a contract to Nedrow Painting, Inc., d/b/a Nedrow Decorating, Inc., to provide painting of roof top cooling tower structure at the Power Plant, for Facilities Management, for the period of September 24, 2025 through September 23, 2026, for a total contract amount not to exceed \$53,475; per lowest responsible bid #25-096-FM.

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Michael Childress
SECONDER:	Paula Garcia

9. BID RENEWAL

9.A. [FM-P-0041-25](#)

Recommendation for the approval of a contract to Builders Chicago Corporation, to provide preventive maintenance, service and repairs for overhead doors, roll-up shutters, gate operators, dock levelers and revolving doors, as needed, for County facilities, for Facilities Management, for the period of November 1, 2025 through October 31, 2027, for a total contract amount not to exceed \$214,300; per renewal option under bid award #23-091-FM. First and final option to renew. (\$143,300 - Facilities Management, \$30,000 - Division of Transportation, and \$41,000 - Public Works)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Michael Childress
SECONDER:	Paula Garcia

9.B. [FM-R-0008-25](#)

Amendment to FM-P-0041-25 issued to Builders Chicago Corporation, to provide preventive maintenance, service, and repairs for overhead doors, roll-up shutters, gate operators, dock levelers and revolving doors, as needed for County facilities, for Facilities Management, increasing the total contract price by 2%.

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Michael Childress
SECONDER:	Paula Garcia

9.C. [FM-P-0042-25](#)

Recommendation for the approval of a contract to GenServe LLC, for semi-annual inspection, preventive maintenance, and emergency call out service for campus backup emergency generators, for the period of November 1, 2025 through October 31, 2027, for a contract total amount not to exceed \$138,832; per renewal option under bid award #23-099-FM. First and final option to renew. (\$97,920 for Facilities Management, \$15,000 for the Division of Transportation, \$9,912 for Stormwater, and \$16,000 for ETSB)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Michael Childress
SECONDER:	Paula Garcia

9.D. [FM-R-0009-25](#)

Amendment to FM-P-0042-25 issued to GenServe LLC, for semi-annual inspections, preventive maintenance, and emergency call out service for campus backup emergency generators, for Facilities Management, increasing the total contract price by 2%.

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Michael Childress
SECONDER:	Paula Garcia

9.E. [FM-P-0044-25](#)

Recommendation for the approval of a contract to SNI Solutions, Inc., to furnish and deliver Deicing Solids (22) Eco Salt, for Facilities Management - Grounds, for the period of November 1, 2025 through October 31, 2026, for a contract total amount not to exceed \$96,320; per renewal option under bid award #22-099-FM. Third and final option to renew.

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Michael Childress
SECONDER:	Paula Garcia

9.F. [PW-P-0026-25](#)

Recommendation for the approval of a contract to Polydyne, Inc., for delivery of polymer

to the Woodridge Greene Valley and Knollwood Wastewater Treatment Plants, for the period of November 1, 2025 to October 31, 2026, for a total contract amount not to exceed \$440,000; per bid #23-063-PW, second of three possible options to renew.

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Michael Childress
SECONDER:	Paula Garcia

10. PUBLIC UTILITY

10.A. [25-2221](#)

Recommendation for the approval of a contract to Village of Winfield, for sanitary sewer utility services for Building #2, Standby Power Facility and the Children's Advocacy Neutral Exchange Center, for Facilities Management, for the period of October 1, 2025 through September 30, 2029, for a total contract amount not to exceed \$26,000. Per 55 ILCS 5/5-1022 "Competitive Bids" (c) Not suitable for competitive bids – Public Utility.

RESULT:	APPROVED
MOVER:	Michael Childress
SECONDER:	Kari Galassi

10.B. [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:	APPROVED AND SENT TO FINANCE
MOVER:	Michael Childress
SECONDER:	Kari Galassi

10.C. [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:	APPROVED AND SENT TO FINANCE
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MOVER:	Michael Childress
SECONDER:	Paula Garcia

10.D. [PW-P-0027-25](#)

Recommendation for the approval of a contract to Nicor Gas, for natural gas delivery service, for the period of October 1, 2025 to September 30, 2027, for a total contract amount not to exceed \$375,000; per 55 ILCS 5/5-1022(c) not suitable for competitive bids – Public Utility.

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Michael Childress
SECONDER:	Kari Galassi

11. **PROFESSIONAL SERVICES AGREEMENT**11.A. [PW-P-0028-25](#)

Recommendation for the approval of an agreement between the County of DuPage, Illinois and Christopher B. Burke Engineering, LTD., for on-call professional engineering design services for various County water and wastewater distribution and collection systems, for the period of September 23, 2025 to November 30, 2028, for a total contract amount not to exceed \$90,000. Professional Services (Architects, Engineers and Land Surveyors) vetted through a qualification-based selection process in compliance with the Local Government Professional Services Selection Act, 50 ILCS 510/0.01 et seq.

Vice Chair Jim Zay abstained from voting due to a conflict of interest.

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Michael Childress
SECONDER:	Kari Galassi

11.B. [PW-P-0029-25](#)

Recommendation for the approval of an agreement between the County of DuPage, Illinois and Strand Associates, Inc., for construction management services for various capital projects, for the period of September 23, 2025 to August 31, 2026, for a total contract amount not to exceed \$50,000. Professional Services (Architects, Engineers and Land Surveyors) vetted through a qualification-based selection process in compliance with the Local Government Professional Services Selection Act, 50 ILCS 510/0.01 et seq.

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Michael Childress
SECONDER:	Paula Garcia

12. OLD BUSINESS

No old business was discussed.

13. NEW BUSINESS

No new business was discussed.

14. ADJOURNMENT

With no further business, the meeting was adjourned.



Minutes

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

File #: 25-2218

Agenda Date: 9/16/2025

Agenda #: 5.A.



DU PAGE COUNTY

Public Works Committee

Final Summary

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

Tuesday, September 2, 2025

9:00 AM

Room 3500B

1. CALL TO ORDER

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

2. ROLL CALL

Other board members present:

Member Saba Haider arrived at 9:07 am due to attending another committee meeting.

PRESENT	Childress, DeSart, Galassi, Garcia, and Zay
ABSENT	Ozog

3. CHAIRMAN'S REMARKS - CHAIR CHILDRESS

No remarks were offered.

4. PUBLIC COMMENT

No public comments were offered.

5. APPROVAL OF MINUTES

5.A. [25-2091](#)

Public Works Committee Meeting Minutes - Regular Meeting - Tuesday, August 19, 2025

RESULT:	APPROVED
MOVER:	Michael Childress
SECONDER:	Paula Garcia

6. BUDGET TRANSFERS

6.A. [25-2092](#)

Facilities Management – Transfer of funds from account number 5000-2704-54010-DE-SE0000181 (Building Improvements) in the amount of \$3,529 to 5000-2704-53801-DE-SE0000181 (Subscription I.T. Arrangements) for a five-year commercial cloud plan for one electric vehicle charging station at the 509 garage. (EECBG Funding)

Member Galassi asked a clarifying question in regards to charging for the EV charging on campus. Director of Facilities Management responded.

RESULT:	APPROVED
MOVER:	Michael Childress
SECONDER:	Paula Garcia

7. CONSENT ITEMS

7.A. [25-2093](#)

Amendment to Contract 6462-0001 SERV, issued to Earthwerks Land Improvement and Development Corporation, for construction of storm water detention and Best Management Practices (BMP's) projects at the east campus detention basin, for Facilities Management, for numerous building construction projects, for a change order to extend the contract to December 15, 2027, with no change in the contract amount.

RESULT:	APPROVED
MOVER:	Michael Childress
SECONDER:	Jim Zay

7.B. [25-2094](#)

Amendment to Contract 6637-0001 SERV issued to Commercial Mechanical, Inc., to replace existing convector (radiative heaters) in the North building resident shower, bath, & laundry rooms, replace existing VAV controls, and replace existing corridor linear diffuser controls at the Care Center, for Facilities Management, for a change order to extend the contract to August 31, 2026 with no change to the contract total. (ARPA ITEM)

RESULT:	APPROVED
MOVER:	Michael Childress
SECONDER:	Dawn DeSart

8. CONTRACT INCREASE**8.A. [FM-CO-0004-25](#)**

Amendment to County Contract 7721-0001 SERV, issued to Allied Valve, Inc. to provide testing, repair, and re-certify safety relief valves for boilers at the Power Plant, for Facilities Management, for a change order to increase the contract in the amount of \$55,000, resulting in an amended contract amount not to exceed \$82,660.

Member Paula Garcia asked for a clarification on the increase in the contract. Chief Administrative Officer Nick Kottmeyer answered.

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Michael Childress
SECONDER:	Paula Garcia

9. PROFESSIONAL SERVICES AGREEMENT**9.A. [PW-P-0025-25](#)**

Recommendation for the approval of an agreement between the County of DuPage, Illinois and Robinson Engineering, LTD, for on-call professional engineering design services for the various County water and wastewater systems, for the period of September 9, 2025 to November 30, 2028, for a total contract amount not to exceed \$95,000. Professional Services (Architects, Engineers and Land Surveyors) vetted through a qualification-based selection process in compliance with the Illinois Local Government Professional Services Selection Act, 50 ILCS 510/et seq.

Member DeSart asked for a clarification on what type of professional engineering that this covers versus what could be completed by the department. Chief Administrative Officer Nick Kottmeyer responded.

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Michael Childress
SECONDER:	Paula Garcia

10. ORDINANCE**10.A. [PW-O-0001-25](#)**

An Ordinance approving an easement agreement between the Forest Preserve District of DuPage County and the County of DuPage for the transfer of a permanent, non-exclusive easement for a sanitary sewer connector within Danada Forest Preserve pursuant to the Local Government Property Transfer Act.

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Michael Childress
SECONDER:	Dawn DeSart

10.B. [PW-O-0002-25](#)

Approving the first amendment to an intergovernmental agreement between the County of DuPage, Illinois and the Itasca Park District, and declaring the transfer of real property from the Itasca Park District to the County of DuPage to be necessary, convenient, and in the best interests of the County of DuPage.

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Michael Childress
SECONDER:	Kari Galassi

11. **INFORMATIONAL**11.A. [25-2113](#)

Natural Gas Bid - Constellation New Energy - Gas Division, LLC., for natural gas and utility management and supply services for Facilities Management, DuPage Care Center, Public Works and Division of Transportation, for a 2-year fixed pricing total of \$1,699,700.

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Michael Childress
SECONDER:	Jim Zay

11.B. [SM-P-0020-25](#)

Recommendation for the approval of a contract to Azteca Systems, LLC, for Asset Management Software Licenses, for Stormwater Management (\$74,720.61), Public Works (\$74,720.61), and the Division of Transportation (\$12,994.89), for the period of October 1, 2025 through September 30, 2027, for a contract total not to exceed \$162,436.10. Sole Source Provider.

RESULT:	ACCEPTED AND PLACED ON FILE
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12. **OLD BUSINESS**

No old business was discussed.

13. **NEW BUSINESS**

No new business was discussed.

14. **ADJOURNMENT**

With no further business, the meeting was adjourned.



Consent Item

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

File #: 25-1953

Agenda Date: 9/16/2025

Agenda #: 6.A.



Request for Change Order

Procurement Services Division

Attach copies of all prior Change Orders

Date: Aug 14, 2025

MinuteTraq (IQM2) ID #: N/A

Purchase Order #: 7249SERV	Original Purchase Order Date: Aug 27, 2024	Change Order #: 2	Department: Public Works
Vendor Name: Aegion Corporation dba Insituform Technologies, LLC			Vendor #: 44767
Dept Contact: Drew J. Cormican			
Background and/or Reason for Change Order Request:	Decrease and close contract.		
IN ACCORDANCE WITH 720 ILCS 5/33E-9			

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

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

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

INCREASE/DECREASE

A	Starting contract value	\$172,110.00
B	Net \$ change for previous Change Orders	
C	Current contract amount (A + B)	\$172,110.00
D	Amount of this Change Order ☐ Increase ☒ Decrease	(\$18,500.00)
E	New contract amount (C + D)	\$153,610.00
F	Percent of current contract value this Change Order represents (D / C)	-10.75%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	-10.75%

DECISION MEMO NOT REQUIRED

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

DECISION MEMO REQUIRED

- ☐ Increase (greater than 29 days) contract expiration from: _____ to: _____
- ☐ Increase $\geq$ \$2,500.00, or $\geq$ 10%, of current contract amount ☐ Funding Source _____
- ☐ OTHER - explain below:

Prepared By (Initials): <u>DSE</u>	Phone Ext: _____	Date: <u>9/10/25</u>	Recommended for Approval (Initials): <u>SPC</u>	Phone Ext: _____	Date: <u>9/10/25</u>
REVIEWED BY (Initials Only)					
Buyer	Date	Procurement Officer	Date		
Chief Financial Officer (Decision Memos Over \$25,000)	Date	Chairman's Office (Decision Memos Over \$25,000)	Date		



Consent Item

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

File #: 25-1954

Agenda Date: 9/16/2025

Agenda #: 6.B.



Request for Change Order

Procurement Services Division

Attach copies of all prior Change Orders

Date: Aug 14, 2025

MinuteTraq (IQM2) ID #: N/A

Purchase Order #: 7270SERV	Original Purchase Order Date: Sep 10, 2024	Change Order #: 5	Department: Public Works
Vendor Name: Aegion Corporation dba Insituform Technologies, LLC			Vendor #: 44767
Dept Contact: Drew J. Cormican			
Background and/or Reason for Change Order Request:	Decrease and close contract.		
IN ACCORDANCE WITH 720 ILCS 5/33E-9			

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

INCREASE/DECREASE

A	Starting contract value	\$468,596.00
B	Net \$ change for previous Change Orders	
C	Current contract amount (A + B)	\$468,596.00
D	Amount of this Change Order ☐ Increase ☒ Decrease	(\$55,384.00)
E	New contract amount (C + D)	\$413,212.00
F	Percent of current contract value this Change Order represents (D / C)	-11.82%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	-11.82%

DECISION MEMO NOT REQUIRED

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

DECISION MEMO REQUIRED

- ☐ Increase (greater than 29 days) contract expiration from: _____ to: _____
- ☐ Increase $\geq$ \$2,500.00, or $\geq$ 10%, of current contract amount ☐ Funding Source _____
- ☐ OTHER - explain below:

		9/10/25			9/11/25
Prepared By (Initials)	Phone Ext	Date	Recommended for Approval (Initials)	Phone Ext	Date
REVIEWED BY (Initials Only)					
Buyer	Date	Procurement Officer	Date		
Chief Financial Officer (Decision Memos Over \$25,000)	Date	Chairman's Office (Decision Memos Over \$25,000)	Date		



Consent Item

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

File #: 25-2220

Agenda Date: 9/16/2025

Agenda #: 7.A.



Request for Change Order

Procurement Services Division

Attach copies of all prior Change Orders

Consent
PW 9/16
CB 9/23

25-2164

Date: Sep 4, 2025

MinuteTraq (IQM2) ID #: N/A

Purchase Order #: 6303SERV	Original Purchase Order Date: Feb 14, 2023	Change Order #: 1	Department: Public Works
Vendor Name: Donohue & Associates, Inc.		Vendor #: 34931	Dept Contact: Drew Cormican
Background and/or Reason for Change Order Request:	Contract time extension to November 30, 2026. No change in contract total.		
IN ACCORDANCE WITH 720 ILCS 5/33E-9			

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

INCREASE/DECREASE		
A	Starting contract value	\$95,000.00
B	Net \$ change for previous Change Orders	\$0.00
C	Current contract amount (A + B)	\$95,000.00
D	Amount of this Change Order ☐ Increase ☐ Decrease	
E	New contract amount (C + D)	\$95,000.00
F	Percent of current contract value this Change Order represents (D / C)	0.00%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	0.00%

DECISION MEMO NOT REQUIRED

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

DECISION MEMO REQUIRED

- ☒ Increase (greater than 29 days) contract expiration from: Dec 31, 2025 to: Nov 30, 2026
- ☐ Increase $\geq$ \$2,500.00, or $\geq$ 10%, of current contract amount ☐ Funding Source _____
- ☐ OTHER - explain below:

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	9/4/25	SR	9/5/25		
Prepared By (Initials)	Phone Ext	Date	Recommended for Approval (Initials)	Phone Ext	Date
REVIEWED BY (Initials Only)					
Buyer	Date	Procurement Officer	Date		
Chief Financial Officer (Decision Memos Over \$25,000)	Date	Chairman's Office (Decision Memos Over \$25,000)	Date		



Decision Memo

Procurement Services Division

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

Date: Sep 4, 2025

MinuteTraq (IQM2) ID #:

Department Requisition #:

Requesting Department: DuPage County Public Works	Department Contact: Sean Reese
Contact Email: Sean.reese@dupagecounty.gov	Contact Phone: 630.985.7400
Vendor Name: Donohue & Associates, Inc.	Vendor #: 34931

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

Approve contract extension to November 30, 2026 for on-call SCADA support.

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

A contract time extension to November 30, 2026 is necessary to complete outstanding projects that are currently being worked on throughout the Public Works Department. Donohue provides on-call SCADA and network support that assists operations and maintenance crews.

Strategic Impact

Quality of Life

Select one of the six strategic imperatives in the County's Strategic Plan this action will most impact and provide a brief explanation.

On-call professional engineering services for SCADA support is crucially important to plant operations and maintenance. The 3 plants run heavily on SCADA related equipment and having on-call support ensures that the plants will run efficiently and effectively at all times.

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

A request for a statement of interest from qualified firms was posted. DCPW received 2 SOI's and completed a consultant evaluation to rank the firms. Through the process, it was determined that Donohue & Associates was the top firm based on their experience in SCADA implementation and support.

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

1. Approve contract time extension to November 30, 2026.
2. Do not approve the time extension. Not recommended due to task orders already being underway.
3. Do not approve the time extension and go back out for another QBS posting. Not recommended due to the firms experience with SCADA related projects.

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

Time extension only. No change in contract total.



Donohue & Associates, Inc.
1755 Park Street, Suite 310 | Naperville, IL 60563
888.736.6648 | donohue-associates.com

August 26, 2025

Mr. Sean Reese
Operations Manager for Public Works
DuPage County Public Works
7900 Illinois Route 53
Woodridge, IL 60517

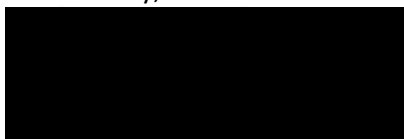
Re: File # PW-P-0057-23
On-Call Professional Engineering Services – SCADA
Schedule Extension

Dear Mr. Reese:

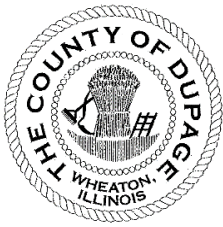
Donohue & Associates is requesting an extension of the expiration date of the original agreement dated February 14, 2023. The original expiration date is December 31, 2025. We are requesting a new expiration date of November 30, 2026, based on the contractor's schedule for completion of work for the Woodridge Greene Valley Boiler Replacement Project.

We appreciate the opportunity to assist the County with this project. Should you have any questions, please do not hesitate to contact me.

Sincerely,



Jay Bielanski, PE
Project Manager



REQUIRED VENDOR ETHICS DISCLOSURE STATEMENT

Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	
COMPANY NAME:	Donohue & Associates, Inc.
CONTACT PERSON:	Barbara A. Scheiber
CONTACT EMAIL:	bscheiber@donohue-associates.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: Barbara A. Scheiber

Signature: 

Title: Sr. Vice President

Date: August 28, 2025

Additional informational on item 25-2220

SCADA System is used by Public Works & Stormwater Departments.

The SCADA system allows for the monitoring of water quality using sensors to measure flow, level, & concentration. With this information automated or manual controls adjustments can be made to pumps, motors, valves and alerts can be sent out at different settings to notify Operators 24/7.

Public Works

- 3 Wastewater treatment plants
- 6 Drinking water systems
- 8 Sanitary Lift Stations

Stormwater

- 5 operational facilities
- monitoring various other sites



Facilities Management Requisition Over \$30K

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

File #: FM-P-0048-25

Agenda Date: 9/16/2025

Agenda #: 7.A.

AWARDING RESOLUTION
ISSUED TO CARBON DAY EV CHARGING
TO FURNISH AND DELIVER ONE (1) CHARGEPOINT ELECTRIC VEHICLE CHARGING STATION
(LEVEL 3), AND PROVIDE A 5-YEAR COMMERCIAL CLOUD PLAN FOR THE COUNTY CAMPUS,
FOR FACILITIES MANAGEMENT
(CONTRACT TOTAL NOT TO EXCEED \$39,999.00)

WHEREAS, pursuant to Intergovernmental Agreement between the County of DuPage and Sourcewell, Contract #042221-CPI, the County will contract with Carbon Day EV Charging; and

WHEREAS, the Public Works Committee recommends County Board approval for the issuance of a contract to Carbon Day EV Charging, to furnish and deliver one (1) ChargePoint Electric Vehicle Charging Station (Level 3), and provide a 5-year commercial Cloud Plan for the County Campus, for Facilities Management, for the period September 24, 2025 through September 23, 2030.

NOW, THEREFORE BE IT RESOLVED, that County Contract, covering said, one (1) ChargePoint Electric Vehicle Charging Station (Level 3), and provide a 5-year commercial Cloud Plan, for Facilities Management, for the period September 24, 2025 through September 23, 2030, be, and it is hereby approved for issuance of a contract by the Procurement Division to, Carbon Day EV Charging, 763 Bunker Court, Riverwoods, IL 60015, for a total contract amount not to exceed \$39,999.00.

Enacted and approved this 23rd day of September, 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#: 25-2109	RFP, BID, QUOTE OR RENEWAL #:	INITIAL TERM WITH RENEWALS: OTHER	INITIAL TERM TOTAL COST: \$39,999.00
COMMITTEE: PUBLIC WORKS	TARGET COMMITTEE DATE: 09/16/2025	PROMPT FOR RENEWAL:	CONTRACT TOTAL COST WITH ALL RENEWALS: \$39,999.00
	CURRENT TERM TOTAL COST: \$39,999.00	MAX LENGTH WITH ALL RENEWALS: FIVE YEARS*	CURRENT TERM PERIOD: INITIAL TERM
Vendor Information		Department Information	
VENDOR: Carbon Day EV Charging	VENDOR #: 14176	DEPT: Facilities Management	DEPT CONTACT NAME: Mary Ventrella
VENDOR CONTACT: Bob Spatz	VENDOR CONTACT PHONE: 518-505-0508	DEPT CONTACT PHONE #: 630-407-5705	DEPT CONTACT EMAIL: mary.ventrella@dupagecounty.gov
VENDOR CONTACT EMAIL: bobs@carbodayevcharging.com	VENDOR WEBSITE:	DEPT REQ #:	
Overview			
DESCRIPTION Identify scope of work, item(s) being purchased, total cost and type of procurement (i.e., lowest bid, RFP, renewal, sole source, etc.). Recommendation for the approval of a contract to Carbon Day EV Charging to furnish and deliver one (1) ChargePoint electric vehicle charging station (level 3) and provide a 5-year commercial cloud plan, for the County campus, for the period September 24, 2025 through September 23, 2030, for a contract total amount not to exceed \$39,999.00. Contract pursuant to the Intergovernmental Cooperation Act - Sourcewell Contract #042221-CPI.			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished The installation of Electric Vehicle Supply Equipment (EVSE) at the Care Center will support Illinois' goal of 1 million electric vehicles by 2030, alleviate EV charging competition at the JTK Administration Building, reduce greenhouse gas emissions from private vehicles, and support public EV owners that visit the courthouse. The goal of this charging equipment is to not only show leadership for green transportation and greenhouse gas mitigation in DuPage County, but to improve the quality of life of visitors to our campus..			

SECTION 2: DECISION MEMO REQUIREMENTS

DECISION MEMO NOT REQUIRED	Select an item from the following dropdown menu to identify why a Decision Memo (Section 3) is not required.
DECISION MEMO REQUIRED	Select an item from the following dropdown menu to identify why a Decision Memo (Section 3) is required.
COOPERATIVE (DPC2-352), GOVERNMENT JOINT PURCHASING ACT (30ILCS525) OR GSA SCHEDULE PRICING	

SECTION 3: DECISION MEMO

SOURCE SELECTION	Describe method used to select source. Carbon Day EV Charging provides Sourcewell joint purchasing agreement pricing for ChargePoint Level2 Charging Stations and DC fast charging stations for electric vehicles, network services, maintenance plans & accessories, per contract #042221-CPI.
RECOMMENDATION AND TWO ALTERNATIVES	Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request, including status quo, (i.e., take no action). Staff recommends securing a contract with Carbon Day EV Charging to furnish & deliver one (1) ChargePoint electric vehicle charging station. The other option is to go out for bid, which does not guarantee prices will be lower. Uniformity with existing equipment on County campus.

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: Carbon Day EV Charging	Vendor#: 14176	Dept: Facilities Management	Division:
Attn: Bob Spatz	Email: bobs@carbodayevcharging.com	Attn:	Email: FMAccountsPayable@dupagecounty.gov
Address: 163 S. Wheeling Road	City: Wheeling	Address: 421 N. County Farm Road	City: Wheaton
State: IL	Zip: 60090	State: IL	Zip: 60187
Phone:	Fax:	Phone: 630-407-5700	Fax: 630-407-5701
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Carbon Day EV Charging	Vendor#: 14176	Dept: Facilities Management	Division:
Attn:	Email:	Attn: Ian Johnstone	Email: Ian.Johnstone@dupagecounty.gov
Address: 763 Bunker Court	City: Riverwoods	Address: 400 N. County Farm Road	City: Wheaton
State: IL	Zip: 60015	State: IL	Zip: 60187
Phone:	Fax:	Phone: 630-407-5680	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Sep 24, 2025	Contract End Date (PO25): Sep 23, 2030

Purchase Requisition Line Details											
LN	Qty	UOM	Item Detail (Product #)	Description	FY	Company	AU	Acct Code	Sub-Accts/ Activity Code	Unit Price	Extension
1	1	LO		ChargePoint EV Charging Stations	FY25	6000	1220	54010	23-05503	34,350.00	34,350.00
2	1	LO		5-Year Commercial Cloud Plan	FY26	1000	1100	53807		5,649.00	5,649.00
3	1	LO		5-Year Commercial Cloud Plan	FY27	1000	1100	53807			0.00
4	1	LO		5-Year Commercial Cloud Plan	FY28	1000	1100	53807			0.00
5	1	LO		5-Year Commercial Cloud Plan	FY29	1000	1100	53807			0.00
6	1	LO		5-Year Commercial Cloud Plan	FY30	1000	1100	53807			0.00
FY is required, ensure the correct FY is selected.										Requisition Total	\$ 39,999.00

Comments	
HEADER COMMENTS	Provide comments for P020 and P025. Furnish and deliver one (1) ChargePoint electric vehicle charging station and provide 5-year commercial cloud plan, for the County campus.
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO. Send PO to Vendor, Mary Ventrella, Cathie Figlewski, and Clara Gomez.
INTERNAL NOTES	Provide comments for department internal use (not for P020 and P025). Comments will not appear on PO. Public Works Committee: 09/16/25 County Board: 09/23/25 Job #23-05504
APPROVALS	Department Head signature approval for procurements under \$15,000. Procurement Officer Approval for ETSB.

ChargePoint

Electric vehicle equipment

#042221-CPI

Maturity Date: 7/20/2026

Products & Services 

Products & Services

Sourcewell contract 042221-CPI gives access to the following types of goods and services:

- Level 2 charging stations for electric vehicles
- DC fast charging stations for electric vehicles
- Network services
- Maintenance plans & accessories

To participate in this contract, please review the [ChargePoint Master Services and Subscription Agreement](#)

Contact us

Have questions about a contract or cooperative purchasing?

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

Buy Sourcewell

Login to unlock more contract features.

Username

Username

Password

Password

Login

Forgot username or password? [Link](#)

Setup Buy Sourcewell access [Link](#)

Register for an account

Simply complete the online application, contact our dedicated team, or call 877-585-9706.

General Contracts

ezIQC Contracts

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CONTRACT EXTENSION

Contract Number: 042221-CPI

Sourcewell
202 12th Street Northeast
P.O. Box 219
Staples, MN 56479
(Sourcewell)

and

ChargePoint
254 E Hacienda Ave

Campbell, California 95008-6617
(Vendor)

have entered into Contract Number: 042221-CPI
for the procurement of: Electric Vehicle Supply Equipment and Related Services

The Contract has an expiration date of 2025-07-20 , but the parties may extend the Contract by mutual consent.

Sourcewell and Vendor acknowledge that extending the Contract benefits the Vendor, Sourcewell and Sourcewell's Members. Vendor and Sourcewell agree to extend the Contract listed above for an additional period, with a new Contract expiration date of 2026-07-20 . All other terms and conditions of the Contract remain in full force and effect.

Sourcewell

Signed by:
Signature on File
Authorized Signature

Jeremy Schwartz
Name

Chief Operating and Procurement Officer
Title

12/18/2024 | 10:53 AM CST
Date

DocuSigned by:
Signature on File
Authorized Signature

Henrik Gerdes
Name

Chief Accounting Officer
Title

12/19/2024 | 10:49 AM PST
Date

ChargePoint #042221-CPI

Pricing for contract #042221-CPI is provided at 0-20% off MSRP to Sourcewell participating agencies.

On a case by case basis ChargePoint may consider providing improved pricing to individual agencies who intend to purchase large volumes in single orders.

QUOTE

September 4, 2025



Mr. Ian Johnstone

Dupage County

NA000393

421 N. County Farm Road

Wheaton, IL 60187

630-407-5680

Ian.Johnstone@dupageco.org**Single CPE250-Dual Cord DC 62.5KW Charger with Combo and CHadeMO connectors****5 Years Labor and Parts Warranty**

Reference: DuPage County Sourcewell Quote 042221-CPI CPE250 Hardware and Shipping

Model Number	Description	QTY	Price Per Station	Total Price
ChargePoint CPE250-625-CCs1-200A-CHD	62.5 KW 1XCCS1-200A and 1XCHadeMO Cable	1	List \$31,250 \$28,125	\$28,125
CPE250-CMT-IMPERIAL	Concrete Mounting Template - INCLUDED	1	\$0	\$0
Lug Nut	For Mounting of Station	1	\$49	\$49
Shipping		1	\$1,000	\$1,000
REVISED CARBON DAY DISCOUNT		1	-\$9,704	-\$9,704
Amount Due	Total cost before installation		\$19,470.00	\$19,470.00

 Signature

 Date

 Ship to:
Rob Spatz - 518-645-6733 - rob.spatz@carbodayevcharging.com - 163 S. Wheeling Rd. - Wheeling, IL 60090

Visit Our Website:

<https://carbodayevcharging.com/>



Initial Station Activation and Configuration Service includes activation of cloud services and configuration of radio groups, connections, access control, visibility control, pricing, reports and alerts. \$249

Enterprise Cloud Plan available in prepay options:

Annual fee includes: Secure network connection, station inventory, 24-7 Driver support, Host Support, Session Data and Analytics Fleet Vehicle Management and Integration, Fleet access control, Valet dashboard. Time of Use-varying Power Management (Circuit, panel, site sharing), scheduled charging, Driver access control, Pricing and automatic funds collection, Waitlist, Videos, Meter data and advanced analytics, Building energy management system API, Real time DC dynamic power management Occupancy detection, Predictive maintenance and diagnostics.

5 years \$5,400

CPE250-Commissioning. \$1,230

On-Site Validation of cellular coverage, electrical capacity, transformers, panels, breakers, wiring and station installation meets all ChargePoint published requirements. On station activation and assist ChargePoint to complete final activation.

Assure Warranty extended Labor and Parts Warranty.

5 years \$13,650

**** Other Standard Terms and Conditions**

PRICING VALID WHILE CARBON DAY HAS ITEM IN WAREHOUSE. ONCE STOCK DEPLETED, OFFER NO LONGER VALID

Invoice Terms: In accordance with the IL Local Government Prompt Payment Act, 60 days after invoicing.

Issue payment to CD LLC

ChargePoint 2 year parts warranty applies for all products. Warranty will be between purchaser and ChargePoint.

Cloud and Assure plans start upon station activation or 90 days after ship date, whichever is first.

Prices are confidential and expire: November 3, 2025

Rob Spatz - 518-645-6733 - rob.spatz@carbodayevcharging.com - 163 S. Wheeling Rd. - Wheeling, IL 60090

Visit Our Website: <https://carbodayevcharging.com/>

QUOTE

September 4, 2025



Mr. Ian Johnstone

Dupage County

NA000393

421 N. County Farm Road

Wheaton, IL 60187

630-407-5680

Ian.Johnstone@dupageco.org**Single CPE250-Dual Cord DC 62.5KW Charger with Combo and CHadeMO connectors****5 Years Labor and Parts Warranty**

Reference: DuPage County Sourcewell Quote 042221-CPI CPE250 Non Hardware

Model Number	Description	QTY	Price Per Station	Total Price
CPCLD-ENTERPRISE-DC-5	5 Year DC Fast Charging Enterprise Cloud Plan	1	\$5,400	\$5,400
CPE250 - COMMISSIONING	Reference Page 2 of Quote for Explanation	1	\$1,230	\$1,230
CPE250-ASSURE-5	CPE250 Series 5 Year Parts and Labor Warranty	1	\$13,650	\$13,650
CPSUPPORT-ACTIVE	Initial Activation and Configuration	1	\$249	\$249
Amount Due	Total cost before installation		\$20,529.00	\$20,529.00

Signature

Date**Ship to:**

**Rob Spatz - 518-645-6733 - rob.spatz@carbodayevcharging.com - 163 S. Wheeling Rd. - Wheeling, IL 60090****Visit Our Website:****<https://carbodayevcharging.com/>**



Initial Station Activation and Configuration Service includes activation of cloud services and configuration of radio groups, connections, access control, visibility control, pricing, reports and alerts. \$249

Enterprise Cloud Plan available in prepay options:

Annual fee includes: Secure network connection, station inventory, 24-7 Driver support, Host Support, Session Data and Analytics Fleet Vehicle Management and Integration, Fleet access control, Valet dashboard. Time of Use-varying Power Management (Circuit, panel, site sharing), scheduled charging, Driver access control, Pricing and automatic funds collection, Waitlist, Videos, Meter data and advanced analytics, Building energy management system API, Real time DC dynamic power management Occupancy detection, Predictive maintenance and diagnostics.

5 years \$5,400

CPE250-Commissioning. \$1,230

On-Site Validation of cellular coverage, electrical capacity, transformers, panels, breakers, wiring and station installation meets all ChargePoint published requirements. On station activation and assist ChargePoint to complete final activation.

Assure Warranty extended Labor and Parts Warranty.

5 years \$13,650

**** Other Standard Terms and Conditions**

PRICING VALID WHILE CARBON DAY HAS ITEM IN WAREHOUSE. ONCE STOCK DEPLETED, OFFER NO LONGER VALID

Invoice Terms: In accordance with the IL Local Government Prompt Payment Act, 60 days after invoicing.

Issue payment to CD LLC

ChargePoint 2 year parts warranty applies for all products. Warranty will be between purchaser and ChargePoint.

Cloud and Assure plans start upon station activation or 90 days after ship date, whichever is first.

Prices are confidential and expire: November 3, 2025

Rob Spatz - 518-645-6733 - rob.spatz@carbodayevcharging.com - 163 S. Wheeling Rd. - Wheeling, IL 60090

Visit Our Website: <https://carbodayevcharging.com/>



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

REQUIRED VENDOR ETHICS DISCLOSURE STATEMENT

Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	
COMPANY NAME:	Carbon Day EV Charging
CONTACT PERSON:	Rob Spatz
CONTACT EMAIL:	rob.spatz@carbondayevcharging.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: Rob Spatz

Signature: 

Signature on File

Title: President

Date: 8/27/2025



Facilities Management Requisition Over \$30K

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

File #: FM-P-0045-25

Agenda Date: 9/16/2025

Agenda #: 8.A.

AWARDING RESOLUTION
ISSUED TO NEDROW PAINTING INC. D/B/A NEDROW DECORATING INC.
TO PROVIDE PAINTING OF ROOFTOP COOLING TOWER STRUCTURE,
AT THE POWER PLANT, FOR FACILITIES MANAGEMENT
(CONTRACT TOTAL NOT TO EXCEED \$53,475.00)

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

WHEREAS, the Public Works Committee recommends County Board approval for the issuance of a contract to Nedrow Painting Inc, d/b/a Nedrow Decorating Inc., to provide painting of roof top cooling tower structure at the Power Plant, for the period September 24, 2025 through September 23, 2026, for Facilities Management.

NOW, THEREFORE BE IT RESOLVED, that County Contract, covering said to provide painting of roof top cooling tower structure at the Power Plant, for Facilities Management, for the period September 24, 2025, through September 23, 2026, be, and it is hereby approved for issuance of a contract by the Procurement Division to, Nedrow Painting Inc, d/b/a Nedrow Decorating Inc., 1019 Sill Ave., Aurora, IL 60506 for a total contract amount not to exceed \$53,475.00, per lowest responsible bid # 25-096-FM.

Enacted and approved this 23rd day of September, 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--2041	RFP, BID, QUOTE OR RENEWAL #: 25-096-FM	INITIAL TERM WITH RENEWALS: OTHER	INITIAL TERM TOTAL COST: \$53,475.00
COMMITTEE: PUBLIC WORKS	TARGET COMMITTEE DATE: 09/16/2025	PROMPT FOR RENEWAL:	CONTRACT TOTAL COST WITH ALL RENEWALS: \$53,475.00
	CURRENT TERM TOTAL COST: \$53,475.00	MAX LENGTH WITH ALL RENEWALS: ONE YEAR	CURRENT TERM PERIOD: INITIAL TERM
Vendor Information		Department Information	
VENDOR: Nedrow Painting Inc, d/b/a Nedrow Decorating Inc.	VENDOR #:	DEPT: Facilities Management	DEPT CONTACT NAME: Mary Ventrella
VENDOR CONTACT: Nick Bostic	VENDOR CONTACT PHONE: 630-777-6378	DEPT CONTACT PHONE #: 630-407-5705	DEPT CONTACT EMAIL: mary.ventrella@dupagecounty.gov
VENDOR CONTACT EMAIL: nickb@nedrowdecorating.com	VENDOR WEBSITE:	DEPT REQ #:	
Overview			
DESCRIPTION Identify scope of work, item(s) being purchased, total cost and type of procurement (i.e., lowest bid, RFP, renewal, sole source, etc.). Recommendation for the approval of a contract to Nedrow Painting Inc, d/b/a Nedrow Decorating Inc., to provide painting of roof top cooling tower structure at the Power Plant, for Facilities Management, for the period September 24, 2025, through September 23, 2026, for a total contract amount not to exceed \$53,475.00, per lowest responsible bid # 25-096-FM.			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished The structure has not been repainted in many years, and is showing signs of extensive rust and the existing coat of paint is failing. The structure needs to be prepped and painted to slow further deterioration.			

SECTION 2: DECISION MEMO REQUIREMENTS

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

SECTION 3: DECISION MEMO

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

SECTION 4: SOLE SOURCE MEMO/JUSTIFICATION

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

SECTION 5: Purchase Requisition Information

<i>Send Purchase Order To:</i>		<i>Send Invoices To:</i>	
Vendor: Nedrow Painting Inc, d/b/a Nedrow Decorating Inc.	Vendor#:	Dept: Facilities Management	Division:
Attn: Nick Bostic	Email: nickb@nedrowdecorating.com	Attn:	Email: FMAccountsPayable @dupagecounty.gov
Address: 1019 Sill Ave.	City: Aurora	Address: 421 N. County Farm Road	City: Wheaton
State: IL	Zip: 60506	State: IL	Zip: 60187
Phone: 630-777-6378	Fax:	Phone: 630-407-5700	Fax: 630-407-5701
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Nedrow Painting Inc, d/b/a Nedrow Decorating Inc.	Vendor#:	Dept: Facilities Management	Division:
Attn:	Email:	Attn: Gavin Carroll	Email:
Address: 1019 Sill Ave.	City: Aurora	Address: 410 N. County Farm Road	City: Wheaton
State: IL	Zip: 60506	State: IL	Zip: 60187
Phone:	Fax:	Phone: 630-918-4933	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Sep 24, 2025	Contract End Date (PO25): Sep 23, 2026

Purchase Requisition Line Details											
LN	Qty	UOM	Item Detail (Product #)	Description	FY	Company	AU	Acct Code	Sub-Accts/ Activity Code	Unit Price	Extension
1	1	LO		BUILDING IMPROVEMENTS	FY25	6000	1220	54010	2504203	46,500.00	46,500.00
2	1	LO		Contingency	FY26	6000	1220	54010	2504203	6,975.00	6,975.00
<i>FY is required, ensure the correct FY is selected.</i>										Requisition Total	\$ 53,475.00

Comments	
HEADER COMMENTS	Provide comments for P020 and P025. Provide painting of roof top cooling tower structure at the Power Plant, for Facilities Management.
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO. Send PO to Vendor, Mary Ventrella, Cathie Figlewski, and Clara Gomez.
INTERNAL NOTES	Provide comments for department internal use (not for P020 and P025). Comments will not appear on PO. Public Works Committee: 09/16/25 County Board: 09/23/25 Job #25-04203
APPROVALS	Department Head signature approval for procurements under \$15,000. Procurement Officer Approval for ETSB.



THE COUNTY OF DUPAGE
FINANCE - PROCUREMENT
COOLING TOWER STRUCTURE
PAINTING AT POWER PLANT ROOF TOP
25-096-FM
BID TABULATION



				Nedrow Painting Inc. dba Nedrow Decorating Inc.	
NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE
1	Cooling Tower Structure Painting	LS	1	\$ 46,500.00	\$ 46,500.00
GRAND TOTAL					\$ 46,500.00

NOTES	
1. Facilities Management has requested a contingency of 15%, \$46,500.00 + \$6,975.00 (contingency) = \$53,475.00.	
2. TDJK Ventures Inc. dba CertaPro Painters of Elmhurst has been deemed non-responsive for not including required document(s).	

Bid Opening 8/13/2025 @ 2:30 PM	HK, SR
Invitations Sent	45
Total Vendors Requesting Documents	2
Total Bid Responses	2

BID PRICING FORM

Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	25-096-FM
COMPANY NAME:	Nubrow Painting
CONTACT PERSON:	Nick Bostic
CONTACT EMAIL:	Nick@NubrowPainting.com

Section II: Pricing

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

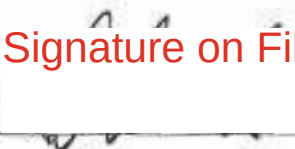
NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE
1	Cooling Tower Structure Painting at Power Plant Roof Top	LS	1	\$ 46,500	\$ 46,500.00
GRAND TOTAL					\$ 46,500.00
GRAND TOTAL (In words) Forty Six Thousand Five Hundred					

Section III: Certification

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

Signature on File

Printed Name: Nick Bostic

Signature: 

Title: President

Date: 8.13.25



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

MANDATORY FORM

Section I: Contact Information

Complete the contact information below.

BID NUMBER:	25-096-FM
COMPANY NAME:	Nubrow Painting
MAIN ADDRESS:	1019 Sill Ave
CITY, STATE, ZIP CODE:	Aurora IL 60504
TELEPHONE NO.:	630-777-6378
BID CONTACT PERSON:	Nick Bostic
CONTACT EMAIL:	NickB@NubrowDecorating.com

Section II: Contract Administration Information

Complete the contract administration information below.

CORRESPONDENCE TO CONTRACTOR:		REMIT TO CONTRACTOR:	
NAME:	Nick Bostic	NAME:	Nick Bostic
CONTACT:		CONTACT:	..
ADDRESS:	1019 Sill Ave	ADDRESS:	..
CITY, ST., ZIP:	Aurora IL 60504	CITY, ST., ZIP:	..
PHONE NO.:	630-777-6378	PHONE NO.:	..
EMAIL:	..	EMAIL:	..

Section III: Certification

The undersigned certifies that they are:

☒ The Owner or Sole
Proprietor

☐ A Member authorized to
sign on behalf of the
Partnership

☐ An Officer of the
Corporation

☐ A Member of the Joint
Venture

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

Signature on File

(President or Partner)

(Vice-President or Partner)

(Secretary or Partner)

(Treasurer or Partner)

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

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

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

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

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

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

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

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

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

Printed Name: Nick Bostic

Signature _____

Title: President

Date: 8.13.25

Signature on File



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

REQUIRED VENDOR ETHICS DISCLOSURE STATEMENT

Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	25-096-FM
COMPANY NAME:	<i>Alvora Painting</i>
CONTACT PERSON:	<i>Nick Bostic</i>
CONTACT EMAIL:	<i>Nickb@alvorapainting.com</i>

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: Nick Bostic

Signature: _____

Signature on File

Title: President

Date: 8.13.25



Facilities Management Requisition Over \$30K

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

File #: FM-P-0041-25

Agenda Date: 9/16/2025

Agenda #: 11.B.

AWARDING RESOLUTION
ISSUED TO BUILDERS CHICAGO CORPORATION,
TO PROVIDE PREVENTIVE MAINTENANCE, SERVICE AND
REPAIRS FOR OVERHEAD DOORS, ROLL-UP SHUTTERS, GATE OPERATORS,
DOCK LEVELERS, AND REVOLVING DOORS, AS NEEDED, FOR COUNTY FACILITIES, FOR
FACILITIES MANAGEMENT
(CONTRACT TOTAL NOT TO EXCEED \$214,300.00)

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

WHEREAS, the Public Works Committee recommends County Board approval for the issuance of a contract to Builders Chicago Corporation, to provide preventive maintenance, service and repairs for overhead doors, roll-up shutters, gate operators, dock levelers and revolving doors, as needed for County facilities, for Facilities Management, for the two-year period, November 1, 2025 through October 31, 2027, for Facilities Management.

NOW, THEREFORE BE IT RESOLVED, that County Contract, covering said, to provide preventive maintenance, service and repairs for overhead doors, roll-up shutters, gate operators, dock levelers and revolving doors, as needed for County facilities, for Facilities Management, for the two-year period, November 1, 2025 through October 31, 2027, for Facilities Management, be, and it is hereby approved for issuance of a contract by the Procurement Division to, Builders Chicago Corporation, 93 Martin Lane, Elk Grove Village, IL 60007, for a total contract amount not to exceed \$214,300, per renewal option under bid award #23-091-FM. First and final option to renew. (\$143,300 for Facilities Management, \$30,000 for the Division of Transportation, and \$41,000 for Public Works)

Enacted and approved this 23rd day of September, 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#: 25-1934	RFP, BID, QUOTE OR RENEWAL #: 23-091-FM	INITIAL TERM WITH RENEWALS: 2 YRS + 1 X 2 YR TERM PERIOD	INITIAL TERM TOTAL COST: \$209,000.00
COMMITTEE: PUBLIC WORKS	TARGET COMMITTEE DATE: 09/16/2025	PROMPT FOR RENEWAL: 3 MONTHS	CONTRACT TOTAL COST WITH ALL RENEWALS: \$423,300.00
	CURRENT TERM TOTAL COST: \$214,300.00	MAX LENGTH WITH ALL RENEWALS: FOUR YEARS	CURRENT TERM PERIOD: FIRST RENEWAL
Vendor Information		Department Information	
VENDOR: Builders Chicago Corporation	VENDOR #: 11624	DEPT: Facilities Management	DEPT CONTACT NAME: Mary Ventrella
VENDOR CONTACT: Matthew Crandall	VENDOR CONTACT PHONE: 224-654-2122	DEPT CONTACT PHONE #: 630-407-5705	DEPT CONTACT EMAIL: mary.ventrella@dupagecounty.gov
VENDOR CONTACT EMAIL: matthew.crandall@builderschicago.com	VENDOR WEBSITE:	DEPT REQ #:	
Overview			
DESCRIPTION Identify scope of work, item(s) being purchased, total cost and type of procurement (i.e., lowest bid, RFP, renewal, sole source, etc.). Recommendation for the approval of a contract to Builders Chicago Corporation, to provide preventive maintenance, service and repairs for overhead doors, roll-up shutters, gate operators, dock levelers and revolving doors, as needed, for County facilities, for Facilities Management, for the two-year period, November 1, 2025 through October 31, 2027, for a total contract amount not to exceed \$214,300, per renewal option under bid award #23-091-FM. First and final option to renew. (\$143,300 for Facilities Management, \$30,000 for the Division of Transportation and \$41,000 for Public Works)			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished Regularly scheduled preventative maintenance as well as time and material repair services for the campus overhead doors, roll-up shutters, gate operators, dock levelers and revolving doors are required to keep the docks and entrances operational and secure.			

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: Builders Chicago Corporation	Vendor#: 11624	Dept: Facilities Management	Division:
Attn: Matthew Cockburn / Matthew Crandall	Email: mcockburn@builderschicago.com / matthew.crandall@builderschicago.com	Attn:	Email: FMAccountsPayable @dupagecounty.gov
Address: 93 Martin Lane	City: Elk Grove Village	Address: 421 N. County Farm Road	City: Wheaton
State: IL	Zip: 60007	State: IL	Zip: 60187
Phone: 224-654-2122	Fax:	Phone: 630-407-5700	Fax: 630-407-5701
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Builders Chicago Corporation	Vendor#: 11624	Dept: Facilities Management	Division:
Attn:	Email:	Attn:	Email:
Address: 93 Martin Lane	City: Elk Grove Village	Address: various locations	City: Wheaton
State: IL	Zip: 60007	State: IL	Zip: 60187
Phone:	Fax:	Phone:	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Nov 1, 2025	Contract End Date (PO25): Oct 31, 2027

Purchase Requisition Line Details											
LN	Qty	UOM	Item Detail (Product #)	Description	FY	Company	AU	Acct Code	Sub-Accts/ Activity Code	Unit Price	Extension
1	1	LO		Facilities Management	FY25	1000	1100	53300		1,000.00	1,000.00
2	1	LO		Facilities Management	FY25	1000	1100	52270		1.00	1.00
3	1	LO		Division of Transportation	FY25	1500	3510	53300		5,000.00	5,000.00
4	1	LO		Public Works	FY25	2000	2555	53300		500.00	500.00
5	1	LO		Public Works	FY25	2000	2665	53300		500.00	500.00
6	1	LO		Facilities Management	FY26	1000	1100	53300		70,000.00	70,000.00
7	1	LO		Facilities Management	FY26	1000	1100	52270		999.00	999.00
8	1	LO		Division of Transportation	FY26	1500	3510	53300		15,000.00	15,000.00
9	1	LO		Public Works	FY26	2000	2555	53300		15,000.00	15,000.00
10	1	LO		Public Works	FY26	2000	2665	53300		5,000.00	5,000.00
11	1	LO		Facilities Management	FY27	1000	1100	53300		70,300.00	70,300.00
12	1	LO		Facilities Management	FY27	1000	1100	52270		1,000.00	1,000.00
13	1	LO		Division of Transportation	FY27	1500	3510	53300		10,000.00	10,000.00
14	1	LO		Public Works	FY27	2000	2555	53300		15,000.00	15,000.00
15	1	LO		Public Works	FY27	2000	2665	53300		5,000.00	5,000.00
FY is required, ensure the correct FY is selected.										Requisition Total	\$ 214,300.00

Comments	
HEADER COMMENTS	Provide comments for P020 and P025. Provide preventive maintenance, service and repairs for overhead doors, roll-up shutters, gate operators, dock levelers and revolving doors, as needed, for County facilities.
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO. Send PO to Vendor, Mary Ventrella, Cathie Figlewski, Clara Gomez., Kathy (Black) Curcio, and Drew Cormican.
INTERNAL NOTES	Provide comments for department internal use (not for P020 and P025). Comments will not appear on PO. Public Works Committee: 09/16/25 County Board: 09/23/25
APPROVALS	Department Head signature approval for procurements under \$15,000. Procurement Officer Approval for ETSB.



THE COUNTY OF DUPAGE
FINANCE - PROCUREMENT
PREVENTATIVE MAINTENANCE, SERVICE
AND REPAIRS FOR OVERHEAD DOORS,
ETC. 23-091-FM
BID TABULATION



				BUILDERS CHICAGO CORP	
NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE
Group 1: Section A					
1	Exterior Rolling Doors	EA	11	\$ 75.00	\$ 825.00
2	Dock Levelers	EA	4	\$ 75.00	\$ 300.00
3	Interior Rolling Doors / Shutters	EA	67	\$ 75.00	\$ 5,025.00
4	Sectional Doors	EA	17	\$ 75.00	\$ 1,275.00
5	Gate Operators	EA	5	\$ 150.00	\$ 750.00
6	Revolving Doors	EA	3	\$ 150.00	\$ 450.00
7	Access Control Gates	EA	2	\$ 150.00	\$ 300.00
Group 1: Section B					
8	Hourly Rates - Normal Hours	HR	100	\$ 145.00	\$ 14,500.00
9	Hourly Rates - After Normal Hours	HR	30	\$ 210.00	\$ 6,300.00
10	Hourly Rates - Saturday	HR	20	\$ 210.00	\$ 4,200.00
11	Hourly Rates - Sundays and Holidays	HR	20	\$ 210.00	\$ 4,200.00
Group 1: Section C					
NO.	ITEM	EST. VALUE		% MARK-UP / DISCOUNT	EXTENDED PRICE
12	Annual Expected Expenditure	\$20,000		20.00%	\$ 24,000.00

Group 1: Section D					
NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE
13	Call Out Service	EA	15	\$ 120.00	\$ 1,800.00
Group 1: Section E					
NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE
14	Test Rolling Doors	EA	7	\$ 300.00	\$ 2,100.00
GRAND TOTAL					\$ 66,025.00

NOTES
1) United Door & Dock LLC has been deemed non-responsive due to not meeting the business requirements.

Bid Opening 08/16/2023 @ 2:30 PM	VC, NE
Invitations Sent	33
Total Vendors Requesting Documents	0
Total Bid Responses	2



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

CONTRACT RENEWAL AGREEMENT

This contract, made and entered into by The County of DuPage, 421 North County Farm Road, Wheaton, Illinois, 60187, hereinafter called the "COUNTY" and Builders Chicago Corporation located at 93 Martin Lane, Elk Grove Village, IL 60007, hereinafter called the "CONTRACTOR", witnesseth;

The COUNTY and the CONTRACTOR have previously entered into a Contract, pursuant to Bid #23-091-FM, which became effective on 11/1/2023 and which will expire 10/31/2025. The contract is subject to the first and final option to renew for a two (2) year period.

The contract renewal shall be effective on the date of last signature and shall terminate on 10/31/2027.

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

THE COUNTY OF DUPAGE

SIGNATURE

Brian Rovik
PRINTED NAME

Buyer I
PRINTED TITLE

DATE

CONTRACTOR

SIGNATURE

Matthew V. Crandall
PRINTED NAME

C.O.O
PRINTED TITLE

8/5/2025
DATE

Signature on File

SECTION 7 - BID FORM PRICING

The quantities shown are approximate and are intended to establish pricing. The County reserves the right to change any of the quantities to meet its requirements and to order as needed. Prices shall remain constant for the duration of the contract. All goods shall be F.O.B. Destination.

NO.	ITEM	UOM	QTY	RATE	EXTENDED PRICE		
GROUP 1: Section A							
1	Exterior Rolling Doors	EA	11	\$ 75.00	\$ 825.00		
2	Dock Levelers	EA	4	\$ 75.00	\$ 300.00		
3	Interior Rolling Doors / Shutters	EA	67	\$ 75.00	\$ 5,025.00		
4	Sectional Doors	EA	17	\$ 75.00	\$ 1,275.00		
5	Gate Operators	EA	5	\$ 150.00	\$ 750.00		
6	Revolving Doors	EA	3	\$ 150.00	\$ 450.00		
7	Access Control Gates	EA	2	\$ 150.00	\$ 300.00		
Group 1: Section A Total					\$ 8,925.00		
GROUP 1: Section B							
Service calls for items not covered by Section A (above).							
8	Hourly Rates - Normal Hours M - F 7:30 am - 4:30 pm	HR	100	\$ 145.00	\$ 14,500.00		
9	Hourly Rates - After Normal Hours M - F Before 7:00 am or After 4:30 pm	HR	30	\$ 210.00	\$ 6,300.00		
10	Hourly Rates - Saturday	HR	20	\$ 210.00	\$ 4,200.00		
11	Hourly Rates - Sundays and Holidays	HR	20	\$ 210.00	\$ 4,200.00		
Group 1: Section B Total					\$ 29,200.00		
NO.	ITEM	EST. VALUE		% MARK-UP / DISCOUNT (+ / -)	EXTENDED PRICE		
GROUP 1: Section C							
Provide a percentage mark-up or discount off list or catalog price.							
12	Annual Expected Expenditure	\$20,000		20% Markup%	\$ 24,000.00		
Group 1: Section C Total					\$ 24,000.00		
NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE		
GROUP 1: Section D							
Service Charge (Other than scheduled Maintenance)							
No Additional Travel Time Shall Be Paid.							
13	Call Out Service	EA	15	\$ 120.00	\$ 1,800.00		
Group 1: Section D Total					\$ 1,800.00		

GROUP 1: Section E**Test rolling doors for fire fusible link in 400, 501, and 505 Buildings annually per NFPA Standard.**

14	Test Rolling Doors *	EA	7	\$ 300.00	\$ 2,100.00
Group 1: Section E Total					\$ 2,100.00
GRAND TOTAL					\$ 66,025.00
GRAND TOTAL Sixty six thousand twenty five dollars and zero cents (In words)					

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

Chief Operating Officer

(Signature and Title)

CORPORATE SEAL
(If available)

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

Subscribed and sworn to before me this 16 day of August AD, 2023

Signature on File

(Notary Public)

My Commission Expires:

2/10/2027

KELLY A JOHNSON
Official Seal
Notary Public - State of Illinois
My Commission Expires Feb 10, 2027

SEAL

**SECTION 9 - MANDATORY FORM
PREVENTATIVE MAINTENANCE, SERVICE, AND REPAIRS FOR OVERHEAD DOORS, ETC. 23-091-FM**

(PLEASE TYPE OR PRINT THE FOLLOWING INFORMATION)

Full Name of Bidder	Builders Chicago Corporation		
Main Business Address	93 Martin Lane		
City, State, Zip Code	Elk Grove Village, IL 60007		
Telephone Number	224,654-2122	Email Address	matthew.crandall@builderschicago.com
Bid Contact Person	Matthew Crandall		

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:

Richard Crandall
(President or Partner)

Matthew Crandall
(Vice-President or Partner)

Timothy Hanisch
(Secretary or Partner)

Jim Sykora
(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. N/A, _____, 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	Builders Chicago Corp	NAME	Builders Chicago Corp
CONTACT	Vi Dang	CONTACT	Vi Dang
ADDRESS	93 Martin Lane	ADDRESS	93 Martin Lane
CITY ST ZIP	Elk Grove Village, IL 60007	CITY ST ZIP	Elk Grove Village, IL 60007
TX	224-654-2122	TX	224-654-2122
FX	224-569-7000	FX	224-569-7000
EMAIL	vdang@builderschicago.com	EMAIL	vdang@builderschicago.com
COUNTY BILL TO INFORMATION:		COUNTY SHIP TO INFORMATION:	
DuPage County Facilities Management Department 421 North County Farm Road Wheaton, IL 60187 TX: (630) 407-5700 EMAIL: FMAccountsPayable@dupageco.org		DuPage County 421 North County Farm Road Wheaton, IL 60187 TX: (630) 407-5705 EMAIL: mary.ventrella@dupageco.org	

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



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

REQUIRED VENDOR ETHICS DISCLOSURE STATEMENT

Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	23-091-FM
COMPANY NAME:	Builders Chicago Corp.
CONTACT PERSON:	Matthew Cockburn
CONTACT EMAIL:	mcockburn@builderschicago.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: Matthew V. Crandall

Signature: _____

Signature on File

Title: C.O.O

Date: 8/5/2025



Facilities Management Resolution

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

File #: FM-R-0008-25

Agenda Date: 9/16/2025

Agenda #: 9.B.

AMENDMENT TO RESOLUTION FM-P-0041-25,
ISSUED TO BUILDERS CHICAGO TO PROVIDE PREVENTIVE MAINTENANCE, SERVICE AND
REPAIRS FOR OVERHEAD DOORS, ROLL-UP SHUTTERS, GATE OPERATORS, DOCK
LEVELERS AND REVOLVING DOORS,
FOR FACILITIES MANAGEMENT
(INCREASING THE TOTAL CONTRACT PRICE BY 2%)

WHEREAS, on September 23, 2025, through Resolution FM-P-0041-25, the DuPage County Board approved a one-time Renewal (hereinafter the "CONTRACT") of a 2023 Contract (the "Original Contract") for preventive maintenance, service and repairs for overhead doors, roll-up shutters, gate operators, dock levelers and revolving doors, between the County of DuPage (hereinafter the "COUNTY") and Builders Chicago Corporation (hereinafter the "CONTRACTOR"); and

WHEREAS, the current cost of the CONTRACT, by and through the division of Facilities Management, is \$209,000; and

WHEREAS, pursuant to the Original Contract, the County and CONTRACTOR agreed to a 2% price increase upon Renewal; and

WHEREAS, the COUNTY and CONTRACTOR now seek to apply the previously agreed one-time price increase of 2%, to the CONTRACT, resulting in a new total CONTRACT value of \$214,300; and

WHEREAS, Facilities Management and the Public Works Committee therefore recommend approval of an Amended CONTRACT which includes a one-time price increase of 2% of the total CONTRACT value (hereinafter the "AMENDMENT"); and

WHEREAS, all other provisions of the CONTRACT not expressly changed in the AMENDMENT shall remain the same in their entirety.

NOW, THEREFORE, BE IT RESOLVED that the DuPage County Board adopts and approves this AMENDMENT to Resolution FM-P-0041-25, issued to Builders Chicago Corporation, approving a one-time 2% price increase, resulting in a total AMENDED CONTRACT value of \$214,300; and

BE IT FURTHER RESOLVED that one (1) original copy of this resolution be transmitted to Builders Chicago Corporation, 93 Martin Lane, Elk Grove village, IL 60007, by and through the Facilities Management division of Public Works.

Enacted and approved this 23rd day of September, 2025 at Wheaton, Illinois.

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____

JEAN KACZMAREK, COUNTY CLERK



**DUPAGE
COUNTY**

FINANCE DEPARTMENT

630-407-6100

www.dupagecounty.gov/finance

CONTRACT AMENDMENT

DuPage County - Procurement Division

Contract Number: 23-091-FM

Contract Amendment No. 1

Effective November 1, 2025

This Contract is Amended to include the following specifications:

Contract Number: 23-091-FM

PM, Service & Repairs for Overhead Doors, Etc.

1) One-time price increase of two percent (2%).

All other provisions of the contract not expressly changed herein shall remain the same in their entirety.

The parties represent and warrant to each other that each party has full power, authority and legal right to execute, deliver and perform this Amendment and the execution, delivery & performance hereof have been duly authorized by all necessary actions.

IN WITNESS, WHEREOF the undersigned duly authorized representative of the parties has executed this Amendment as of the date below written.

THE COUNTY OF DUPAGE, ILLINOIS

BUILDERS CHICAGO CORPORATION

By: _____

By: _____

Signature on File

SIGNATURE

SIGNATURE

Valerie Calvente

Matthew V. Crandall

PRINTED NAME

PRINTED NAME

Chief Procurement Officer

C.O.O

PRINTED TITLE

PRINTED TITLE

DATE

8/5/2025

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:	23-091-FM
COMPANY NAME:	Builders Chicago Corp.
CONTACT PERSON:	Matthew Cockburn
CONTACT EMAIL:	mcockburn@builderschicago.com

Section II: Procurement Ordinance Requirements

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

Has the Bidder made contributions as described above?

☐ Yes

☒ No

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

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

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

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

☐ Yes

☒ No

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

NAME	PHONE	EMAIL

Section III: Violations

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

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

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[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: Matthew V. Crandall

Signature: _____

Signature on File

Title: C.O.O

Date: 8/5/2025



Facilities Management Requisition Over \$30K

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

File #: FM-P-0042-25

Agenda Date: 9/16/2025

Agenda #: 9.C.

AWARDING RESOLUTION
ISSUED TO GENSERVE LLC
FOR SEMI-ANNUAL INSPECTION, PREVENTIVE MAINTENANCE,
AND EMERGENCY CALL-OUT SERVICES FOR CAMPUS
BACKUP EMERGENCY GENERATORS
FOR FACILITIES MANAGEMENT
(CONTRACT TOTAL NOT TO EXCEED \$138,832.00)

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

WHEREAS, the Public Works Committee recommends County Board approval for the issuance of a contract to GenServe LLC, for semi-annual inspection, preventive maintenance, and emergency call-out services for campus emergency generators, for the two-year period November 1, 2025 through October 31, 2027, for Facilities Management.

NOW, THEREFORE BE IT RESOLVED, that County Contract, covering said for semi-annual inspection, preventive maintenance, and emergency call-out services for campus emergency generators, for the two-year period November 1, 2025 through October 31, 2027, be, and it is hereby approved for issuance of a contract by the Procurement Division to, GenServe LLC, 444 Randy Road, Carol Stream, IL 60188, for a total contract amount not to exceed \$138,832, per renewal option under bid award #23-099-FM. First and final option to renew. (\$97,920 for Facilities Management, \$15,000 for the Division of Transportation, \$9,912 for Stormwater, and \$16,000 for ETSB).

Enacted and approved this 23rd day of September, 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#: 25-2012	RFP, BID, QUOTE OR RENEWAL #: 23-099-FM	INITIAL TERM WITH RENEWALS: 2 YRS + 1 X 2 YR TERM PERIOD	INITIAL TERM TOTAL COST: \$135,912.00
COMMITTEE: PUBLIC WORKS	TARGET COMMITTEE DATE: 09/16/2025	PROMPT FOR RENEWAL: 3 MONTHS	CONTRACT TOTAL COST WITH ALL RENEWALS: \$274,744.00
	CURRENT TERM TOTAL COST: \$138,832.00	MAX LENGTH WITH ALL RENEWALS: FOUR YEARS	CURRENT TERM PERIOD: FIRST RENEWAL
Vendor Information		Department Information	
VENDOR: GenServe LLC	VENDOR #: 41555	DEPT: Facilities Management	DEPT CONTACT NAME: Mary Ventrella
VENDOR CONTACT: Chris Rizzo	VENDOR CONTACT PHONE: 630-462-7770	DEPT CONTACT PHONE #: 630-407-5705	DEPT CONTACT EMAIL: mary.ventrella@dupagecounty.gov
VENDOR CONTACT EMAIL: chrisr@genserveinc.com	VENDOR WEBSITE:	DEPT REQ #:	
Overview			
DESCRIPTION Identify scope of work, item(s) being purchased, total cost and type of procurement (i.e., lowest bid, RFP, renewal, sole source, etc.). Recommendation for the approval of a contract to GenServe LLC, for semi-annual inspection, preventive maintenance, and emergency call out service for campus backup emergency generators, for the two-year period November 1, 2025 through October 31, 2027, for a contract total amount not to exceed \$138,832 per renewal option under bid award #23-099-FM. First and final option to renew. (\$97,920 for Facilities Management, \$15,000 for the Division of Transportation, \$9,912 for Stormwater, and \$16,000 for ETSB)			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished Semi-annual inspections, routine preventive maintenance, and emergency call-out services is necessary to keep the campus fourteen (14), Stormwater's four (4), and the Sheriff's one (1) backup emergency generators in reliable working condition in the event of a power outage.			

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: GenServe LLC	Vendor#: 41555	Dept: Facilities Management	Division:
Attn: Chris Rizzo	Email: chrisr@genserveinc.com	Attn:	Email: FMAccountsPayable@dupagecounty.gov
Address: 444 Randy Road	City: Carol Stream	Address: 421 N. County Farm Road	City: Wheaton
State: IL	Zip: 6018	State: IL	Zip: 60187
Phone: 630-462-7770	Fax:	Phone: 630-407-5700	Fax: 630-407-5701
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: GenServe LLC	Vendor#: 41555	Dept: Facilities Management	Division:
Attn:	Email:	Attn:	Email:
Address: PO Box 23974	City: New York	Address: various locations	City: Wheaton
State: NY	Zip: 10087-3974	State: IL	Zip: 60187
Phone: 800-247-7215	Fax:	Phone:	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Nov 1, 2025	Contract End Date (PO25): Oct 31, 2027

Purchase Requisition Line Details											
LN	Qty	UOM	Item Detail (Product #)	Description	FY	Company	AU	Acct Code	Sub-Accts/ Activity Code	Unit Price	Extension
1	1	LO		Facilities Management	FY25	1000	1100	53300		1.00	1.00
2	1	LO		Division of Transportation	FY25	1500	3510	53300		5,000.00	5,000.00
3	1	LO		Emergency Telephone System Board (ETSB)	FY25	4000	5820	53300		1,500.00	1,500.00
4	1	LO		Stormwater	FY25	1600	3000	53300		0.00	0.00
5	1	LO		Facilities Management	FY26	1000	1100	53300		40,000.00	40,000.00
6	1	LO		Division of Transportation	FY26	1500	3510	53300		5,000.00	5,000.00
7	1	LO		Emergency Telephone System Board (ETSB)	FY26	4000	5820	53300		9,000.00	9,000.00
8	1	LO		Stormwater	FY26	1600	3000	53300		4,956.00	4,956.00
9	1	LO		Facilities Management	FY27	1000	1100	53300		57,919.00	57,919.00
10	1	LO		Division of Transportation	FY27	1500	3510	53300		5,000.00	5,000.00
11	1	LO		Emergency Telephone System Board (ETSB)	FY27	4000	5820	53300		5,500.00	5,500.00
12	1	LO		Stormwater	FY27	1600	3000	53300		4,956.00	4,956.00
<i>FY is required, ensure the correct FY is selected.</i>										Requisition Total	\$ 138,832.00

Comments	
HEADER COMMENTS	Provide comments for P020 and P025. Provide Semi-Annual Inspections, PM and Emergency Call out Service for campus backup emergency generators.
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO. Send PO to Vendor, Mary Ventrella, Cathie Figlewski, Clara Gomez., Kathy Black Curcio, Sarah Hunn, and Eve Kraus.
INTERNAL NOTES	Provide comments for department internal use (not for P020 and P025). Comments will not appear on PO. Public Works Committee: 09/16/25 County Board: 09/23/25
APPROVALS	Department Head signature approval for procurements under \$15,000. Procurement Officer Approval for ETSB.



THE COUNTY OF DUPAGE
FINANCE - PROCUREMENT
SEMI-ANNUAL INSPECTION, PM, AND EMERGENCY CALL OUT BACKUP GENERATORS 23-099-FM
BID TABULATION

✓

				Genserve, LLC		Interstate Powersystems		Charles Equipment Energy Systems LLC.	
NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE
Section 1 - Semi-Annual Inspection and Maintenance									
1	Unit 1 - Cummins	EA	4	\$ 413.00	\$ 1,652.00	\$ 401.25	\$ 1,605.00	\$ 503.50	\$ 2,014.00
2	Unit 2 - Onan/Cummins	EA	4	\$ 413.00	\$ 1,652.00	\$ 401.25	\$ 1,605.00	\$ 503.50	\$ 2,014.00
3	Unit 3 - Cummins	EA	4	\$ 413.00	\$ 1,652.00	\$ 401.25	\$ 1,605.00	\$ 503.50	\$ 2,014.00
4	Unit 4 - Caterpillar	EA	4	\$ 413.00	\$ 1,652.00	\$ 401.25	\$ 1,605.00	\$ 503.50	\$ 2,014.00
5	Unit 5 - Perkins	EA	4	\$ 413.00	\$ 1,652.00	\$ 401.25	\$ 1,605.00	\$ 503.50	\$ 2,014.00
6	Unit 6 - Caterpillar "A"	EA	4	\$ 413.00	\$ 1,652.00	\$ 401.25	\$ 1,605.00	\$ 503.50	\$ 2,014.00
7	Unit 7 - Caterpillar "B"	EA	4	\$ 413.00	\$ 1,652.00	\$ 401.25	\$ 1,605.00	\$ 503.50	\$ 2,014.00
8	Unit 8 - Caterpillar	EA	4	\$ 413.00	\$ 1,652.00	\$ 401.25	\$ 1,605.00	\$ 503.50	\$ 2,014.00
9	Unit 9 - Kohler	EA	4	\$ 413.00	\$ 1,652.00	\$ 401.25	\$ 1,605.00	\$ 503.50	\$ 2,014.00
10	Unit 10 - Kohler	EA	4	\$ 413.00	\$ 1,652.00	\$ 401.25	\$ 1,605.00	\$ 503.50	\$ 2,014.00
11	Unit 11 - Allis Chalmers	EA	4	\$ 413.00	\$ 1,652.00	\$ 401.25	\$ 1,605.00	\$ 503.50	\$ 2,014.00
12	Unit 12 - Caterpillar	EA	4	\$ 413.00	\$ 1,652.00	\$ 401.25	\$ 1,605.00	\$ 503.50	\$ 2,014.00
13	Unit 13 - Olympian	EA	4	\$ 413.00	\$ 1,652.00	\$ 267.50	\$ 1,070.00	\$ 503.50	\$ 2,014.00
14	Unit 14 - Onam	EA	4	\$ 413.00	\$ 1,652.00	\$ 267.50	\$ 1,070.00	\$ 503.50	\$ 2,014.00
15	Unit 15 - Cummins	EA	4	\$ 413.00	\$ 1,652.00	\$ 401.25	\$ 1,605.00	\$ 503.50	\$ 2,014.00
Section 1 - Alternate Semi-Annual Inspection and Maintenance									
16	Alternate - Unit16	EA	4	\$ 413.00	\$ 1,652.00	\$ 267.50	\$ 1,070.00	\$ 503.50	\$ 2,014.00
17	Alternate - Unit 17 Cummins	EA	4	\$ 413.00	\$ 1,652.00	\$ 401.25	\$ 1,605.00	\$ 503.50	\$ 2,014.00
18	Alternate - Unit 18 US Motor	EA	4	\$ 413.00	\$ 1,652.00	\$ 401.25	\$ 1,605.00	\$ 503.50	\$ 2,014.00
19	Alternate - Unit 19 Kohler	EA	4	\$ 413.00	\$ 1,652.00	\$ 267.50	\$ 1,070.00	\$ 503.50	\$ 2,014.00
20	Alternate - Unit 20 Kohler	EA	4	\$ 413.00	\$ 1,652.00	\$ 267.50	\$ 1,070.00	\$ 503.50	\$ 2,014.00
Section 2 - Additional Services Including Labor Total									
Unit 1 - Cummins									

				Genserve, LLC		Interstate Powersystems		Charles Equipment Energy Systems LLC.		
NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE	
21	Complete system Infrared Inspection engine to transfer switch					\$ 25.00		\$ 267.50		\$ 232.50
	Emission Test					\$ 25.00		\$ 267.50		\$ 155.00
	Mega ohm meter Test of Strator, Rotor and Exciter					\$ 25.00		\$ 267.50		\$ 620.00
	Oil and Filter Change					\$ 484.00		\$ 1,476.74		\$ 1,094.65
	Fuel Filters					\$ 40.00		\$ 187.89		\$ 173.20
	Anti-Freeze Test					\$ 75.00		\$ 45.89		\$ 38.25
	Lube Oil Test					\$ 50.00		\$ 41.83		\$ 35.85
	Fuel Sample Test					\$ 225.00		\$ 68.43		\$ 272.25
	4-hour Load Blank Test					\$ 1,091.00		\$ 1,277.50		\$ 1,230.00
	Single hour Load Blank Test			\$ 645.00		\$ 876.25		\$ 765.00		
	Vibration Test					\$ 25.00		\$ 133.75		\$ 310.00
	Flush, Drain, and Fill Coolant					\$ 1,634.00		\$ 901.83		\$ 1,425.50
	Valve Clearance					\$ 25.00		\$ 1,031.11		\$ 820.00
	Torque Bolts					\$ 25.00		\$ 133.75		\$ 310.00
	Replace Belts					\$ 865.00		\$ 733.47		\$ 519.16
	Replace Air Filters					\$ 396.00		\$ 298.21		\$ 163.37
Unit 2 - Onan/Cummins										
22	Complete system Infrared Inspection engine to transfer switch					\$ 25.00		\$ 267.50		\$ 232.50
	Emission Test					\$ 25.00		\$ 267.50		\$ 155.00
	Mega ohm meter Test of Strator, Rotor and Exciter					\$ 25.00		\$ 401.25		\$ 620.00
	Oil and Filter Change					\$ 537.00		\$ 1,234.96		\$ 470.40
	Fuel Filters					\$ 36.00		\$ 157.15		\$ 51.83
	Anti-Freeze Test					\$ 75.00		\$ 45.89		\$ 38.50
	Lube Oil Test					\$ 50.00		\$ 41.83		\$ 35.85
	Fuel Sample Test					\$ 225.00		\$ 68.43		\$ 272.25
	4-hour Load Blank Test					\$ 967.00		\$ 2,200.00		\$ 1,005.00
	Single hour Load Blank Test			\$ 483.00		\$ 1,685.00		\$ 540.00		
	Vibration Test					\$ 25.00		\$ 133.75		\$ 310.00
	Flush, Drain, and Fill Coolant					\$ 915.00		\$ 1,133.57		\$ 349.90
	Valve Clearance					\$ 25.00		\$ 581.93		\$ 430.00
	Torque Bolts					\$ 25.00		\$ 267.50		\$ 155.00

				Genserve, LLC		Interstate Powersystems		Charles Equipment Energy Systems LLC.	
NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE
	Replace Belts				\$ 220.00		\$ 903.90		\$ 359.76
	Replace Air Filters				\$ 75.00		\$ 188.68		\$ 42.67
Unit 3 - Cummins									
23	Complete system Infrared Inspection engine to transfer switch				\$ 25.00		\$ 267.50		\$ 232.50
	Emission Test				\$ 25.00		\$ 267.50		\$ 155.00
	Mega ohm meter Test of Strator, Rotor and Exciter				\$ 25.00		\$ 267.50		\$ 620.00
	Oil and Filter Change				\$ 645.00		\$ 1,464.94		\$ 996.74
	Fuel Filters				\$ 28.00		\$ 208.85		\$ 50.15
	Anti-Freeze Test				\$ 75.00		\$ 45.89		\$ 38.50
	Lube Oil Test				\$ 50.00		\$ 41.83		\$ 35.85
	Fuel Sample Test				\$ 225.00		\$ 68.43		\$ 272.25
	4-hour Load Blank Test				\$ 1,021.00		\$ 1,427.50		\$ 1,230.00
	Single hour Load Blank Test			\$ 623.00		\$ 1,026.25		\$ 765.00	
	Vibration Test				\$ 25.00		\$ 133.75		\$ 310.00
	Flush, Drain, and Fill Coolant				\$ 1,211.00		\$ 647.47		\$ 770.82
	Valve Clearance				\$ 25.00		\$ 614.14		\$ 620.00
	Torque Bolts				\$ 25.00		\$ 133.75		\$ 155.00
	Replace Belts				\$ 182.00		\$ 560.56		\$ 765.00
	Replace Air Filters				\$ 137.00		\$ 219.71		\$ 90.26
Unit 4 - Caterpillar									
24	Complete system Infrared Inspection engine to transfer switch				\$ 25.00		\$ 267.50		\$ 232.50
	Emission Test				\$ 25.00		\$ 267.50		\$ 155.00
	Mega ohm meter Test of Strator, Rotor and Exciter				\$ 25.00		\$ 267.50		\$ 620.00
	Oil and Filter Change				\$ 1,575.00		\$ 2,096.67		\$ 1,797.37
	Fuel Filters				\$ 177.00		\$ 229.01		\$ 234.65
	Anti-Freeze Test				\$ 75.00		\$ 45.89		\$ 38.50
	Lube Oil Test				\$ 50.00		\$ 41.83		\$ 35.85
	Fuel Sample Test				\$ 225.00		\$ 68.43		\$ 272.25
	4-hour Load Blank Test				\$ 1,129.00		\$ 1,251.25		\$ 1,212.50
	Single hour Load Blank Test			\$ 752.00		\$ 850.00		\$ 912.50	
	Vibration Test				\$ 25.00		\$ 133.75		\$ 310.00

				Genserve, LLC		Interstate Powersystems		Charles Equipment Energy Systems LLC.	
NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE
	Flush, Drain, and Fill Coolant				\$ 1,612.00		\$ 1,342.33		\$ 1,717.16
	Valve Clearance				\$ 25.00		\$ 535.00		\$ 720.00
	Torque Bolts				\$ 25.00		\$ 133.75		\$ 155.00
	Replace Belts				\$ 503.00		\$ 702.66		\$ 635.45
	Replace Air Filters				\$ 209.00		\$ 376.61		\$ 231.38
Unit 5 - Perkins									
25	Complete system Infrared Inspection engine to transfer switch				\$ 25.00		\$ 267.50		\$ 232.50
	Emission Test				\$ 25.00		\$ 267.50		\$ 155.00
	Mega ohm meter Test of Strator, Rotor and Exciter				\$ 25.00		\$ 267.50		\$ 620.00
	Oil and Filter Change				\$ 1,575.00		\$ 1,090.47		\$ 622.32
	Fuel Filters				\$ 35.00		\$ 217.01		\$ 108.03
	Anti-Freeze Test				\$ 75.00		\$ 45.89		\$ 38.50
	Lube Oil Test				\$ 50.00		\$ 41.83		\$ 35.85
	Fuel Sample Test				\$ 225.00		\$ 68.43		\$ 272.25
	4-hour Load Blank Test				\$ 1,129.00		\$ 1,296.25		\$ 1,180.00
	Single hour Load Blank Test			\$ 752.00		\$ 895.00		\$ 870.00	
	Vibration Test				\$ 25.00		\$ 133.75		\$ 310.00
	Flush, Drain, and Fill Coolant				\$ 913.00		\$ 699.16		\$ 775.61
	Valve Clearance				\$ 25.00		\$ 683.66		\$ 632.00
	Torque Bolts				\$ 25.00		\$ 133.75		\$ 155.00
	Replace Belts				\$ 108.00		\$ 626.31		\$ 562.95
	Replace Air Filters				\$ 56.00		\$ 256.85		\$ 128.18
Unit 6 - Caterpillar									
26	Complete system Infrared Inspection engine to transfer switch				\$ 25.00		\$ 267.50		\$ 620.00
	Emission Test				\$ 25.00		\$ 267.50		\$ 155.00
	Mega ohm meter Test of Strator, Rotor and Exciter				\$ 25.00		\$ 401.25		\$ 620.00
	Oil and Filter Change				\$ 1,575.00		\$ 2,568.63		\$ 1,893.63
	Fuel Filters				\$ 101.00		\$ 150.88		\$ 57.23
	Anti-Freeze Test				\$ 75.00		\$ 45.89		\$ 38.50
	Lube Oil Test				\$ 50.00		\$ 41.83		\$ 35.85
	Fuel Sample Test				\$ 225.00		\$ 68.43		\$ 272.25

				Genserve, LLC		Interstate Powersystems		Charles Equipment Energy Systems LLC.	
NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE
26	4-hour Load Blank Test				\$ 1,290.00		\$ 1,732.50		\$ 2,285.00
	Single hour Load Blank Test			\$ 940.00		\$ 1,197.50		\$ 1,355.00	
	Vibration Test				\$ 25.00		\$ 133.75		\$ 310.00
	Flush, Drain, and Fill Coolant				\$ 2,064.00		\$ 1,877.33		\$ 2,341.00
	Valve Clearance				\$ 25.00		\$ 682.70		\$ 1,117.57
	Torque Bolts				\$ 25.00		\$ 267.50		\$ 155.00
	Replace Belts				\$ 930.00		\$ 968.79		\$ 1,205.01
	Replace Air Filters				\$ 396.00		\$ 376.72		\$ 246.43
Unit 7 - Caterpillar Engineering									
27	Complete system Infrared Inspection engine to transfer switch				\$ 25.00		\$ 267.50		\$ 620.00
	Emission Test				\$ 25.00		\$ 267.50		\$ 155.00
	Mega ohm meter Test of Strator, Rotor and Exciter				\$ 25.00		\$ 401.25		\$ 620.00
	Oil and Filter Change				\$ 1,575.00		\$ 2,568.63		\$ 1,893.63
	Fuel Filters				\$ 112.00		\$ 150.88		\$ 57.23
	Anti-Freeze Test				\$ 75.00		\$ 45.89		\$ 38.57
	Lube Oil Test				\$ 50.00		\$ 41.83		\$ 35.85
	Fuel Sample Test				\$ 225.00		\$ 68.43		\$ 272.25
	4-hour Load Blank Test				\$ 1,263.00		\$ 1,732.50		\$ 2,285.00
	Single hour Load Blank Test			\$ 940.00		\$ 1,197.50		\$ 1,355.00	
	Vibration Test				\$ 25.00		\$ 133.75		\$ 310.00
	Flush, Drain, and Fill Coolant				\$ 2,064.00		\$ 1,877.33		\$ 2,341.00
	Valve Clearance				\$ 25.00		\$ 682.70		\$ 1,117.57
	Torque Bolts				\$ 25.00		\$ 267.50		\$ 155.00
	Replace Belts				\$ 930.00		\$ 968.79		\$ 1,205.01
	Replace Air Filters				\$ 405.00		\$ 376.72		\$ 246.43
Unit 8 - Caterpillar									
	Complete system Infrared Inspection engine to transfer switch				\$ 25.00		\$ 267.50		\$ 620.00
	Emission Test				\$ 25.00		\$ 267.50		\$ 155.00
	Mega ohm meter Test of Strator, Rotor and Exciter				\$ 25.00		\$ 267.50		\$ 620.00
	Oil and Filter Change				\$ 725.00		\$ 1,330.27		\$ 895.10
	Fuel Filters				\$ 54.00		\$ 168.01		\$ 114.46

				Genserve, LLC		Interstate Powersystems		Charles Equipment Energy Systems LLC.	
NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE
28	Anti-Freeze Test				\$ 75.00		\$ 45.89		\$ 38.57
	Lube Oil Test				\$ 50.00		\$ 41.83		\$ 35.85
	Fuel Sample Test				\$ 225.00		\$ 68.43		\$ 272.25
	4-hour Load Blank Test				\$ 994.00		\$ 1,090.00		\$ 1,415.00
	Single hour Load Blank Test			\$ 645.00		\$ 688.75		\$ 795.00	
	Vibration Test				\$ 25.00		\$ 133.75		\$ 310.00
	Flush, Drain, and Fill Coolant				\$ 1,075.00		\$ 1,342.33		\$ 1,638.50
	Valve Clearance				\$ 25.00		\$ 615.57		\$ 820.00
	Torque Bolts				\$ 25.00		\$ 133.75		\$ 155.00
	Replace Belts				\$ 107.00		\$ 701.29		\$ 504.79
	Replace Air Filters				\$ 124.00		\$ 419.46		\$ 205.66
Unit 9 - Kohler									
29	Complete system Infrared Inspection engine to transfer switch				\$ 25.00		\$ 267.50		\$ 232.50
	Emission Test				\$ 25.00		\$ 267.50		\$ 155.00
	Mega ohm meter Test of Strator, Rotor and Exciter				\$ 25.00		\$ 267.50		\$ 620.00
	Oil and Filter Change				\$ 392.00		\$ 1,095.01		\$ 477.47
	Fuel Filters				\$ 26.00		\$ 152.49		\$ 98.74
	Anti-Freeze Test				\$ 75.00		\$ 45.89		\$ 38.57
	Lube Oil Test				\$ 50.00		\$ 41.83		\$ 35.85
	Fuel Sample Test				\$ 225.00		\$ 68.43		\$ 272.25
	4-hour Load Blank Test				\$ 1,021.00		\$ 977.50		\$ 1,030.00
	Single hour Load Blank Test			\$ 645.00		\$ 576.25		\$ 565.00	
	Vibration Test				\$ 25.00		\$ 133.75		\$ 310.00
	Flush, Drain, and Fill Coolant				\$ 591.00		\$ 737.21		\$ 1,050.00
	Valve Clearance				\$ 25.00		\$ 533.10		\$ 630.80
	Torque Bolts				\$ 25.00		\$ 133.75		\$ 155.00
	Replace Belts				\$ 376.00		\$ 595.86		\$ 493.07
	Replace Air Filters				\$ 155.00		\$ 255.68		\$ 35.92
Unit 10 - Kohler									
	Complete system Infrared Inspection engine to transfer switch				\$ 25.00		\$ 267.50		\$ 232.50
	Emission Test				\$ 25.00		\$ 267.50		\$ 155.00

				Genserve, LLC		Interstate Powersystems		Charles Equipment Energy Systems LLC.		
NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE	
30	Mega ohm meter Test of Strator, Rotor and Exciter					\$ 25.00		\$ 267.50		\$ 620.00
	Oil and Filter Change					\$ 392.00		\$ 1,057.30		\$ 436.50
	Fuel Filters					\$ 26.00		\$ 152.49		\$ 98.74
	Anti-Freeze Test					\$ 75.00		\$ 45.89		\$ 38.57
	Lube Oil Test					\$ 50.00		\$ 41.83		\$ 35.85
	Fuel Sample Test					\$ 225.00		\$ 68.43		\$ 272.25
	4-hour Load Blank Test					\$ 1,021.00		\$ 1,015.00		\$ 1,055.00
	Single hour Load Blank Test			\$ 645.00		\$ 613.75		\$ 590.00		
	Vibration Test					\$ 25.00		\$ 133.75		\$ 310.00
	Flush, Drain, and Fill Coolant					\$ 591.00		\$ 737.21		\$ 1,050.00
	Valve Clearance					\$ 25.00		\$ 563.11		\$ 662.10
	Torque Bolts					\$ 25.00		\$ 133.75		\$ 155.00
	Replace Belts					\$ 376.00		\$ 724.96		\$ 521.14
	Replace Air Filters					\$ 155.00		\$ 289.85		\$ 167.08
Unit 11 - Allis Chalmers Engine										
31	Complete system Infrared Inspection engine to transfer switch					\$ 25.00		\$ 267.50		\$ 232.50
	Emission Test					\$ 25.00		\$ 267.50		\$ 155.00
	Mega ohm meter Test of Strator, Rotor and Exciter					\$ 25.00		\$ 267.50		\$ 620.00
	Oil and Filter Change					\$ 522.00		\$ 1,189.11		\$ 437.28
	Fuel Filters					\$ 26.00		\$ 152.24		\$ 99.79
	Anti-Freeze Test					\$ 75.00		\$ 45.89		\$ 38.57
	Lube Oil Test					\$ 50.00		\$ 41.83		\$ 35.85
	Fuel Sample Test					\$ 225.00	\$ 68.43	\$ 272.50		
	4-hour Load Blank Test					\$ 1,021.00	\$ 1,015.00	\$ 1,055.00		
	Single hour Load Blank Test			\$ 645.00		\$ 613.75		\$ 590.00		
	Vibration Test					\$ 25.00		\$ 133.75		\$ 310.00
	Flush, Drain, and Fill Coolant					\$ 591.00		\$ 1,113.11		\$ 1,050.00
	Valve Clearance					\$ 25.00		\$ 577.86		\$ 620.00
	Torque Bolts					\$ 25.00		\$ 133.75		\$ 155.00
Replace Belts					\$ 376.00	\$ 655.47		\$ 510.00		
Replace Air Filters					\$ 155.00	\$ 419.46		\$ 115.33		

				Genserve, LLC		Interstate Powersystems		Charles Equipment Energy Systems LLC.	
NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE
Unit 12 - Caterpillar									
32	Complete system Infrared Inspection engine to transfer switch				\$ 25.00		\$ 267.50		\$ 232.50
	Emission Test				\$ 25.00		\$ 267.50		\$ 155.00
	Mega ohm meter Test of Strator, Rotor and Exciter				\$ 25.00		\$ 267.50		\$ 620.00
	Oil and Filter Change				\$ 553.00		\$ 938.43		\$ 433.08
	Fuel Filters				\$ 48.00		\$ 148.28		\$ 62.06
	Anti-Freeze Test				\$ 75.00		\$ 45.89		\$ 38.57
	Lube Oil Test				\$ 50.00		\$ 41.83		\$ 35.85
	Fuel Sample Test				\$ 225.00		\$ 68.43		\$ 272.25
	4-hour Load Blank Test				\$ 887.00		\$ 921.25		\$ 980.00
	Single hour Load Blank Test			\$ 376.00		\$ 520.00		\$ 515.00	
	Vibration Test				\$ 25.00		\$ 133.75		\$ 310.00
	Flush, Drain, and Fill Coolant				\$ 591.00		\$ 676.99		\$ 757.50
	Valve Clearance				\$ 25.00		\$ 556.54		\$ 682.20
	Torque Bolts				\$ 25.00		\$ 133.75		\$ 155.00
	Replace Belts				\$ 376.00		\$ 582.31		\$ 400.54
	Replace Air Filters				\$ 116.00		\$ 177.12		\$ 44.52
Unit 13 - Olympian									
33	Complete system Infrared Inspection engine to transfer switch				\$ 25.00		\$ 267.50		\$ 232.50
	Emission Test				\$ 25.00		\$ 267.50		\$ 155.00
	Mega ohm meter Test of Strator, Rotor and Exciter				\$ 25.00		\$ 267.50		\$ 620.00
	Oil and Filter Change				\$ 322.00		\$ 580.20		\$ 324.41
	Fuel Filters				\$ 54.00		N/A		N/A
	Anti-Freeze Test				\$ 75.00		\$ 45.89		\$ 38.57
	Lube Oil Test				\$ 50.00		\$ 41.83		\$ 35.85
	Fuel Sample Test				\$ 225.00		\$ 68.43		N/A
	4-hour Load Blank Test				\$ 806.00		\$ 713.75		\$ 797.00
	Single hour Load Blank Test			\$ 322.00		\$ 312.50		\$ 409.50	
	Vibration Test				\$ 25.00		\$ 133.75		\$ 310.00
	Flush, Drain, and Fill Coolant				\$ 381.00		\$ 640.19		\$ 390.10
	Valve Clearance				\$ 25.00		\$ 301.06		\$ 476.25

				Genserve, LLC		Interstate Powersystems		Charles Equipment Energy Systems LLC.	
NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE
	Torque Bolts				\$ 25.00		\$ 133.75		\$ 155.00
	Replace Belts				\$ 327.00		\$ 310.36		\$ 333.95
	Replace Air Filters				\$ 113.00		\$ 176.61		\$ 22.98
Unit 14 - Onan									
34	Complete system Infrared Inspection engine to transfer switch				\$ 25.00		\$ 267.50		\$ 232.50
	Emission Test				\$ 25.00		\$ 267.50		\$ 155.00
	Mega ohm meter Test of Strator, Rotor and Exciter				\$ 25.00		\$ 267.50		\$ 310.00
	Oil and Filter Change				\$ 284.00		\$ 575.50		\$ 192.98
	Fuel Filters				\$ 38.00		N/A		N/A
	Anti-Freeze Test				\$ 75.00		\$ 45.89		N/A
	Lube Oil Test				\$ 50.00		\$ 41.83		\$ 35.85
	Fuel Sample Test				\$ 225.00		\$ 68.43		N/A
	4-hour Load Blank Test				\$ 806.00		\$ 708.75		\$ 790.00
	Single hour Load Blank Test			\$ 322.00		\$ 307.50		\$ 465.00	
	Vibration Test				\$ 25.00		\$ 133.75		\$ 310.00
	Flush, Drain, and Fill Coolant				N/A		\$ 535.00		N/A
	Valve Clearance				\$ 25.00		\$ 296.04		\$ 175.00
	Torque Bolts				\$ 25.00		\$ 133.75		\$ 155.00
	Replace Belts				\$ 198.00		\$ 310.36		N/A
	Replace Air Filters				\$ 75.00		\$ 180.42		\$ 47.89
Unit 15 - Cummins									
35	Complete system Infrared Inspection engine to transfer switch				\$ 25.00		\$ 267.50		\$ 232.50
	Emission Test				\$ 25.00		\$ 267.50		\$ 155.00
	Mega ohm meter Test of Strator, Rotor and Exciter				\$ 25.00		\$ 267.50		\$ 310.00
	Oil and Filter Change				\$ 387.00		\$ 937.50		\$ 430.34
	Fuel Filters				\$ 26.00		\$ 156.12		\$ 139.46
	Anti-Freeze Test				\$ 75.00		\$ 45.89		\$ 38.57
	Lube Oil Test				\$ 50.00		\$ 41.83		\$ 35.85
	Fuel Sample Test				\$ 225.00		\$ 68.43		\$ 272.25
	4-hour Load Blank Test				\$ 806.00		\$ 927.50		\$ 980.00
	Single hour Load Blank Test			\$ 322.00		\$ 526.25		\$ 515.00	

				Genserve, LLC		Interstate Powersystems		Charles Equipment Energy Systems LLC.	
NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE
	Vibration Test				\$ 25.00		\$ 133.75		\$ 310.00
	Flush, Drain, and Fill Coolant				\$ 306.00		\$ 651.59		\$ 855.00
	Valve Clearance				\$ 25.00		\$ 595.61		\$ 378.50
	Torque Bolts				\$ 25.00		\$ 133.75		\$ 155.00
	Replace Belts				\$ 188.00		\$ 589.36		\$ 364.42
	Replace Air Filters				\$ 112.00		\$ 197.12		\$ 66.54
Section 2 - Alternate Additional Services Including Labor Total									
Unit 16 - Spectrum / Detroit Diesel									
36	Complete system Infrared Inspection engine to transfer switch				\$ 25.00		\$ 267.50		\$ 232.50
	Emission Test				\$ 25.00		\$ 267.50		\$ 155.00
	Mega ohm meter Test of Strator, Rotor and Exciter				\$ 25.00		\$ 267.50		\$ 620.00
	Oil and Filter Change				\$ 258.00		\$ 596.00		\$ 445.34
	Fuel Filters				N/A		N/A		N/A
	Anti-Freeze Test				\$ 75.00		\$ 45.89		\$ 38.57
	Lube Oil Test				\$ 50.00		\$ 41.83		\$ 35.85
	Fuel Sample Test				\$ 225.00		\$ 68.43		N/A
	4-hour Load Blank Test				\$ 913.00		\$ 748.75		\$ 907.50
	Single hour Load Blank Test			\$ 349.00		\$ 347.50	\$ 597.50		
	Vibration Test				\$ 25.00		\$ 133.75		\$ 310.00
	Flush, Drain, and Fill Coolant				\$ 306.00		\$ 642.07		\$ 517.10
	Valve Clearance				\$ 25.00		\$ 304.30		\$ 620.00
	Torque Bolts				\$ 25.00		\$ 133.75		\$ 155.00
	Replace Belts				\$ 220.00		\$ 364.14		\$ 409.04
	Replace Air Filters				\$ 65.00		\$ 176.71		\$ 39.72
Unit 17 - Cummins Natural Gas									
	Complete system Infrared Inspection engine to transfer switch				\$ 25.00		\$ 267.50		\$ 232.50
	Emission Test				\$ 25.00		\$ 267.50		\$ 155.00
	Mega ohm meter Test of Strator, Rotor and Exciter				\$ 25.00		\$ 267.50		\$ 620.00
	Oil and Filter Change				\$ 279.00		\$ 1,200.14		\$ 563.98
	Fuel Filters				N/A		\$ 133.75		N/A
	Anti-Freeze Test				\$ 75.00		\$ 45.89		\$ 38.57

				Genserve, LLC		Interstate Powersystems		Charles Equipment Energy Systems LLC.	
NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE
37	Lube Oil Test				\$ 50.00		\$ 41.83		\$ 35.85
	Fuel Sample Test				\$ 225.00		\$ 68.43		N/A
	4-hour Load Blank Test				\$ 1,053.00		\$ 952.50		\$ 992.50
	Single hour Load Blank Test			\$ 618.00		\$ 551.25		\$ 745.00	
	Vibration Test				\$ 25.00		\$ 133.75		\$ 310.00
	Flush, Drain, and Fill Coolant				\$ 591.00		\$ 613.53		\$ 775.50
	Valve Clearance				\$ 25.00		\$ 645.21		\$ 674.05
	Torque Bolts				\$ 25.00		\$ 133.75		\$ 155.00
	Replace Belts				\$ 220.00		\$ 597.79		\$ 470.53
	Replace Air Filters				\$ 65.00		\$ 276.61		\$ 193.23
Unit 18 - US Motor									
38	Complete system Infrared Inspection engine to transfer switch				\$ 25.00		\$ 267.50		\$ 232.50
	Emission Test				\$ 25.00		\$ 267.50		\$ 155.00
	Mega ohm meter Test of Strator, Rotor and Exciter				\$ 25.00		\$ 267.50		\$ 620.00
	Oil and Filter Change				\$ 349.00		\$ 802.50		\$ 622.50
	Fuel Filters				\$ 91.00		\$ 133.75		\$ 101.52
	Anti-Freeze Test				\$ 75.00		\$ 45.89		\$ 38.57
	Lube Oil Test				\$ 50.00		\$ 41.83		\$ 35.85
	Fuel Sample Test				\$ 225.00		\$ 68.43		\$ 272.25
	4-hour Load Blank Test				\$ 1,053.00		\$ 907.50		\$ 815.00
	Single hour Load Blank Test			\$ 376.00		\$ 506.25		\$ 582.50	
	Vibration Test				\$ 25.00		\$ 133.75		\$ 310.00
	Flush, Drain, and Fill Coolant				\$ 483.00		\$ 613.53		\$ 594.60
	Valve Clearance				\$ 25.00		\$ 645.21		\$ 479.68
	Torque Bolts				\$ 25.00		\$ 133.75		\$ 155.00
	Replace Belts				\$ 188.00		\$ 597.79		\$ 369.46
	Replace Air Filters				\$ 65.00		\$ 276.61		\$ 198.00
Unit 19 - Kohler									
	Complete system Infrared Inspection engine to transfer switch				\$ 25.00		\$ 267.50		\$ 232.50
	Emission Test				\$ 25.00		\$ 267.50		\$ 155.00
	Mega ohm meter Test of Strator, Rotor and Exciter				\$ 25.00		\$ 267.50		\$ 620.00

				Genserve, LLC		Interstate Powersystems		Charles Equipment Energy Systems LLC.	
NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE
39	Oil and Filter Change				\$ 279.00		\$ 595.66		\$ 353.87
	Fuel Filters				N/A		N/A		N/A
	Anti-Freeze Test				\$ 75.00		\$ 45.89		\$ 38.57
	Lube Oil Test				\$ 50.00		\$ 41.83		\$ 35.85
	Fuel Sample Test				\$ 225.00		\$ 68.43		N/A
	4-hour Load Blank Test				\$ 1,053.00		\$ 723.75		\$ 805.00
	Single hour Load Blank Test			\$ 322.00		\$ 322.50		\$ 495.00	
	Vibration Test				\$ 25.00		\$ 133.75		\$ 310.00
	Flush, Drain, and Fill Coolant				\$ 483.00		\$ 642.07		\$ 585.90
	Valve Clearance				\$ 25.00		\$ 314.23		\$ 410.00
	Torque Bolts				\$ 25.00		\$ 133.75		\$ 155.00
	Replace Belts				\$ 107.00		\$ 295.64		\$ 343.37
	Replace Air Filters				\$ 161.00		\$ 146.44		\$ 33.38
Unit 20 - Kohler									
40	Complete system Infrared Inspection engine to transfer switch				\$ 25.00		\$ 267.50		\$ 232.50
	Emission Test				\$ 25.00		\$ 267.50		\$ 155.00
	Mega ohm meter Test of Strator, Rotor and Exciter				\$ 25.00		\$ 267.50		\$ 620.00
	Oil and Filter Change				\$ 279.00		\$ 595.66		\$ 431.37
	Fuel Filters				N/A		\$ 133.75		N/A
	Anti-Freeze Test				\$ 75.00		\$ 45.89		\$ 38.57
	Lube Oil Test				\$ 50.00		\$ 41.83		\$ 35.85
	Fuel Sample Test				\$ 225.00		\$ 68.43		\$ 272.25
	4-hour Load Blank Test				\$ 1,053.00		\$ 723.75		\$ 900.00
	Single hour Load Blank Test			\$ 349.00		\$ 322.50		\$ 492.50	
	Vibration Test				\$ 25.00		\$ 133.75		\$ 310.00
	Flush, Drain, and Fill Coolant				\$ 483.00		\$ 642.07		\$ 594.60
	Valve Clearance				\$ 25.00		\$ 314.23		\$ 310.00
	Torque Bolts				\$ 25.00		\$ 133.75		\$ 155.00
	Replace Belts				\$ 188.00		\$ 295.64		\$ 409.04
	Replace Air Filters				\$ 65.00		\$ 146.44		\$ 39.72

				Genserve, LLC		Interstate Powersystems		Charles Equipment Energy Systems LLC.	
NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE
SECTION 3									
Labor Rates for Services in Addition to those Listed Under Section 2.									
41	Hourly Rates - Normal Hours M - F 7:00 am - 4:00 pm	HR	48	\$ 165.00	\$ 7,920.00	\$ 140.00	\$ 6,720.00	\$ 160.00	\$ 7,680.00
42	Hourly Rates - Saturday and After Normal Hours M - F	HR	16	\$ 247.00	\$ 3,952.00	\$ 210.00	\$ 3,360.00	\$ 235.00	\$ 3,760.00
43	Hourly Rates - Sundays and Holidays	HR	16	\$ 330.00	\$ 5,280.00	\$ 280.00	\$ 4,480.00	\$ 345.00	\$ 5,520.00
44	Call Out Service Call Charge	EA	16	\$ -	\$ -	\$ 2.00	\$ 32.00	\$ 586.00	\$ 9,376.00
NO.	ITEM		EST. VALUE	% MARK-UP	EXTENDED PRICE	% MARK-UP	EXTENDED PRICE	% MARK-UP	EXTENDED PRICE
45	Parts Markup from Contractors Cost Two-Year Expenditure		\$10,000	66%	\$16,600	0%	\$10,000	20%	\$12,000
GRAND TOTAL					\$ 149,115.00		\$ 188,704.83		\$ 198,222.10

NOTES

1. Change in GenServe LLC Grand Total due to calculation error. Original bid from Genserve LLC submission \$138,044.00 is corrected to \$149,115.00.
2. Change in Interstate Power Systems Grand Total due to calculation error. Original bid from Interstate Power Systems submission of \$172,607.97 is corrected to \$188,704.83.

Bid Opening 9/14/2023 @ 2:30 PM	DW,RJ,VC
Invitations Sent	12
Total Vendors Requesting Documents	0
Total Bid Responses	3



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 Genserve LLC located at 100 Newton Road, Plainview, NY 11803, hereinafter called the "CONTRACTOR", witnesseth;

The COUNTY and the CONTRACTOR have previously entered into a Contract, pursuant to Bid #23-099-FM which became effective on 11/1/2023 and which will expire 10/31/2025. The contract is subject to the first and final option to renew for a two-year period.

The contract renewal shall be effective on the date of last signature and shall terminate on 10/31/2027.

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

THE COUNTY OF DUPAGE

SIGNATURE

Henry Kocker

PRINTED NAME

Buyer I

PRINTED TITLE

DATE

CONTRACTOR

Signature on File

SIGNATURE

Nicole Garrard

PRINTED NAME

Office Manager

PRINTED TITLE

August 4, 2025

DATE

NO	ITEM	UOM	QTY	PRICE	EXTENDED PRICE
Section 1 - Semi-Annual Inspection and Maintenance					
1	Unit 1 - Cummins	EA	4	\$ 413.00	\$ 1,652.00
2	Unit 2 - Onan/Cummins	EA	4	\$ 413.00	\$ 1,652.00
3	Unit 3 - Cummins	EA	4	\$ 413.00	\$ 1,652.00
4	Unit 4 - Caterpillar	EA	4	\$ 413.00	\$ 1,652.00
5	Unit 5 - Perkins	EA	4	\$ 413.00	\$ 1,652.00
6	Unit 6 - Caterpillar "A"	EA	4	\$ 413.00	\$ 1,652.00
7	Unit 7 - Caterpillar "B"	EA	4	\$ 413.00	\$ 1,652.00
8	Unit 8 - Caterpillar	EA	4	\$ 413.00	\$ 1,652.00
9	Unit 9 - Kohler	EA	4	\$ 413.00	\$ 1,652.00
10	Unit 10 - Kohler	EA	4	\$ 413.00	\$ 1,652.00
11	Unit 11 - Allis Chalmers	EA	4	\$ 413.00	\$ 1,652.00
12	Unit 12 - Caterpillar	EA	4	\$ 413.00	\$ 1,652.00
13	Unit 13 - Olympian	EA	4	\$ 413.00	\$ 1,652.00
14	Unit 14 - Onam	EA	4	\$ 413.00	\$ 1,652.00
15	Unit 15 - Cummins	EA	4	\$ 413.00	\$ 1,652.00
16	Alternate - Unit16	EA	4	\$ 413.00	\$ 1,652.00
17	Alternate - Unit 17 Cummins	EA	4	\$ 413.00	\$ 1,652.00
18	Alternate - Unit 18 US Motor	EA	4	\$ 413.00	\$ 1,652.00
19	Alternate - Unit 19 Kohler	EA	4	\$ 413.00	\$ 1,652.00
20	Alternate - Unit 20 Kohler	EA	4	\$ 413.00	\$ 1,652.00
Section 2 - Additional Services Including Labor Total					
Unit 1 - Cummins					
21	Complete system Infrared Inspection engine to transfer switch				\$ 25.00
	Emission Test				\$ 25.00
	Mega ohm meter Test of Strator, Rotor and Exciter				\$ 25.00
	Oil and Filter Change				\$ 484.00
	Fuel Filters				\$ 40.00
	Anti-Freeze Test				\$ 75.00
	Lube Oil Test				\$ 50.00
	Fuel Sample Test				\$ 225.00
	4-hour Load Blank Test				\$ 1,091.00
	Single hour Load Blank Test			645	
	Vibration Test				\$ 25.00

	Flush, Drain, and Fill Coolant		\$	1,634.00
	Valve Clearance		\$	25.00
	Torque Bolts		\$	25.00
	Replace Belts		\$	865.00
	Replace Air Filters		\$	396.00
Unit 2 - Onan/Cummins				
22	Complete system Infrared Inspection engine to transfer switch		\$	25.00
	Emission Test		\$	25.00
	Mega ohm meter Test of Strator, Rotor and Exciter		\$	25.00
	Oil and Filter Change		\$	537.00
	Fuel Filters		\$	36.00
	Anti-Freeze Test		\$	75.00
	Lube Oil Test		\$	50.00
	Fuel Sample Test		\$	225.00
	4-hour Load Blank Test		\$	967.00
	Single hour Load Blank Test	483		
	Vibration Test		\$	25.00
	Flush, Drain, and Fill Coolant		\$	915.00
	Valve Clearance		\$	25.00
	Torque Bolts		\$	25.00
	Replace Belts		\$	220.00
	Replace Air Filters		\$	75.00
Unit 3 - Cummins				
23	Complete system Infrared Inspection engine to transfer switch		\$	25.00
	Emission Test		\$	25.00
	Mega ohm meter Test of Strator, Rotor and Exciter		\$	25.00
	Oil and Filter Change		\$	645.00
	Fuel Filters		\$	28.00
	Anti-Freeze Test		\$	75.00
	Lube Oil Test		\$	50.00
	Fuel Sample Test		\$	225.00
	4-hour Load Blank Test		\$	1,021.00
	Single hour Load Blank Test	623		
	Vibration Test		\$	25.00
	Flush, Drain, and Fill Coolant		\$	1,211.00
	Valve Clearance		\$	25.00
	Torque Bolts		\$	25.00

	Replace Belts		\$	182.00
	Replace Air Filters		\$	137.00
Unit 4 - Caterpillar				
24	Complete system Infrared Inspection engine to transfer switch		\$	25.00
	Emission Test		\$	25.00
	Mega ohm meter Test of Strator, Rotor and Exciter		\$	25.00
	Oil and Filter Change		\$	1,575.00
	Fuel Filters		\$	177.00
	Anti-Freeze Test		\$	75.00
	Lube Oil Test		\$	50.00
	Fuel Sample Test		\$	225.00
	4-hour Load Blank Test		\$	1,129.00
	Single hour Load Blank Test	752		
	Vibration Test		\$	25.00
	Flush, Drain, and Fill Coolant		\$	1,612.00
	Valve Clearance		\$	25.00
	Torque Bolts		\$	25.00
	Replace Belts		\$	503.00
	Replace Air Filters		\$	209.00
Unit 5 - Perkins				
25	Complete system Infrared Inspection engine to transfer switch		\$	25.00
	Emission Test		\$	25.00
	Mega ohm meter Test of Strator, Rotor and Exciter		\$	25.00
	Oil and Filter Change		\$	1,575.00
	Fuel Filters		\$	35.00
	Anti-Freeze Test		\$	75.00
	Lube Oil Test		\$	50.00
	Fuel Sample Test		\$	225.00
	4-hour Load Blank Test		\$	1,129.00
	Single hour Load Blank Test	752		
	Vibration Test		\$	25.00
	Flush, Drain, and Fill Coolant		\$	913.00
	Valve Clearance		\$	25.00
	Torque Bolts		\$	25.00
	Replace Belts		\$	108.00
	Replace Air Filters		\$	56.00
Unit 6 - Caterpillar				

26	Complete system Infrared Inspection engine to transfer switch		\$	25.00
	Emission Test		\$	25.00
	Mega ohm meter Test of Strator, Rotor and Exciter		\$	25.00
	Oil and Filter Change		\$	1,575.00
	Fuel Filters		\$	101.00
	Anti-Freeze Test		\$	75.00
	Lube Oil Test		\$	50.00
	Fuel Sample Test		\$	225.00
	4-hour Load Blank Test		\$	1,290.00
	Single hour Load Blank Test	940		
	Vibration Test		\$	25.00
	Flush, Drain, and Fill Coolant		\$	2,064.00
	Valve Clearance		\$	25.00
	Torque Bolts		\$	25.00
	Replace Belts		\$	930.00
	Replace Air Filters		\$	396.00
Unit 7 - Caterpillar Engineering				
27	Complete system Infrared Inspection engine to transfer switch		\$	25.00
	Emission Test		\$	25.00
	Mega ohm meter Test of Strator, Rotor and Exciter		\$	25.00
	Oil and Filter Change		\$	1,575.00
	Fuel Filters		\$	112.00
	Anti-Freeze Test		\$	75.00
	Lube Oil Test		\$	50.00
	Fuel Sample Test		\$	225.00
	4-hour Load Blank Test		\$	1,263.00
	Single hour Load Blank Test	940		
	Vibration Test		\$	25.00
	Flush, Drain, and Fill Coolant		\$	2,064.00
	Valve Clearance		\$	25.00
	Torque Bolts		\$	25.00
	Replace Belts		\$	930.00
	Replace Air Filters		\$	405.00
Unit 8 - Caterpillar				
	Complete system Infrared Inspection engine to transfer switch		\$	25.00
	Emission Test		\$	25.00
	Mega ohm meter Test of Strator, Rotor and Exciter		\$	25.00

28	Oil and Filter Change		\$	725.00
	Fuel Filters		\$	54.00
	Anti-Freeze Test		\$	75.00
	Lube Oil Test		\$	50.00
	Fuel Sample Test		\$	225.00
	4-hour Load Blank Test		\$	994.00
	Single hour Load Blank Test	645		
	Vibration Test		\$	25.00
	Flush, Drain, and Fill Coolant		\$	1,075.00
	Valve Clearance		\$	25.00
	Torque Bolts		\$	25.00
	Replace Belts		\$	107.00
	Replace Air Filters		\$	124.00
Unit 9 - Kohler				
29	Complete system Infrared Inspection engine to transfer switch		\$	25.00
	Emission Test		\$	25.00
	Mega ohm meter Test of Strator, Rotor and Exciter		\$	25.00
	Oil and Filter Change		\$	392.00
	Fuel Filters		\$	26.00
	Anti-Freeze Test		\$	75.00
	Lube Oil Test		\$	50.00
	Fuel Sample Test		\$	225.00
	4-hour Load Blank Test		\$	1,021.00
	Single hour Load Blank Test	645		
	Vibration Test		\$	25.00
	Flush, Drain, and Fill Coolant		\$	591.00
	Valve Clearance		\$	25.00
	Torque Bolts		\$	25.00
	Replace Belts		\$	376.00
	Replace Air Filters		\$	155.00
Unit 10 - Kohler				
	Complete system Infrared Inspection engine to transfer switch		\$	25.00
	Emission Test		\$	25.00
	Mega ohm meter Test of Strator, Rotor and Exciter		\$	25.00
	Oil and Filter Change		\$	392.00
	Fuel Filters		\$	26.00
	Anti-Freeze Test		\$	75.00

30	Lube Oil Test		\$	50.00
	Fuel Sample Test		\$	225.00
	4-hour Load Blank Test		\$	1,021.00
	Single hour Load Blank Test	645		
	Vibration Test		\$	25.00
	Flush, Drain, and Fill Coolant		\$	591.00
	Valve Clearance		\$	25.00
	Torque Bolts		\$	25.00
	Replace Belts		\$	376.00
	Replace Air Filters		\$	155.00
Unit 11 - Allis Chalmers Engine				
31	Complete system Infrared Inspection engine to transfer switch		\$	25.00
	Emission Test		\$	25.00
	Mega ohm meter Test of Strator, Rotor and Exciter		\$	25.00
	Oil and Filter Change		\$	522.00
	Fuel Filters		\$	26.00
	Anti-Freeze Test		\$	75.00
	Lube Oil Test		\$	50.00
	Fuel Sample Test		\$	225.00
	4-hour Load Blank Test		\$	1,021.00
	Single hour Load Blank Test	645		
	Vibration Test		\$	25.00
	Flush, Drain, and Fill Coolant		\$	591.00
	Valve Clearance		\$	25.00
	Torque Bolts		\$	25.00
	Replace Belts		\$	376.00
	Replace Air Filters		\$	155.00
Unit 12 - Caterpillar				
32	Complete system Infrared Inspection engine to transfer switch		\$	25.00
	Emission Test		\$	25.00
	Mega ohm meter Test of Strator, Rotor and Exciter		\$	25.00
	Oil and Filter Change		\$	553.00
	Fuel Filters		\$	48.00
	Anti-Freeze Test		\$	75.00
	Lube Oil Test		\$	50.00
	Fuel Sample Test		\$	225.00
	4-hour Load Blank Test		\$	887.00

	Single hour Load Blank Test	376	
	Vibration Test		\$ 25.00
	Flush, Drain, and Fill Coolant		\$ 591.00
	Valve Clearance		\$ 25.00
	Torque Bolts		\$ 25.00
	Replace Belts		\$ 376.00
	Replace Air Filters		\$ 116.00
Unit 13 - Olympian			
33	Complete system Infrared Inspection engine to transfer switch		\$ 25.00
	Emission Test		\$ 25.00
	Mega ohm meter Test of Strator, Rotor and Exciter		\$ 25.00
	Oil and Filter Change		\$ 322.00
	Fuel Filters		\$ 54.00
	Anti-Freeze Test		\$ 75.00
	Lube Oil Test		\$ 50.00
	Fuel Sample Test		\$ 225.00
	4-hour Load Blank Test		\$ 806.00
	Single hour Load Blank Test	322	
	Vibration Test		\$ 25.00
	Flush, Drain, and Fill Coolant		\$ 381.00
	Valve Clearance		\$ 25.00
	Torque Bolts		\$ 25.00
	Replace Belts		\$ 327.00
	Replace Air Filters		\$ 113.00
Unit 14 - Onan			
34	Complete system Infrared Inspection engine to transfer switch		\$ 25.00
	Emission Test		\$ 25.00
	Mega ohm meter Test of Strator, Rotor and Exciter		\$ 25.00
	Oil and Filter Change		\$ 284.00
	Fuel Filters		\$ 38.00
	Anti-Freeze Test		\$ 75.00
	Lube Oil Test		\$ 50.00
	Fuel Sample Test		\$ 225.00
	4-hour Load Blank Test		\$ 806.00
	Single hour Load Blank Test	322	
	Vibration Test		\$ 25.00
	Flush, Drain, and Fill Coolant		N/A

	Valve Clearance	\$	25.00
	Torque Bolts	\$	25.00
	Replace Belts	\$	198.00
	Replace Air Filters	\$	75.00
Unit 15 - Cummins			
35	Complete system Infrared Inspection engine to transfer switch	\$	25.00
	Emission Test	\$	25.00
	Mega ohm meter Test of Strator, Rotor and Exciter	\$	25.00
	Oil and Filter Change	\$	387.00
	Fuel Filters	\$	26.00
	Anti-Freeze Test	\$	75.00
	Lube Oil Test	\$	50.00
	Fuel Sample Test	\$	225.00
	4-hour Load Blank Test	\$	806.00
	Single hour Load Blank Test	322	
	Vibration Test	\$	25.00
	Flush, Drain, and Fill Coolant	\$	306.00
	Valve Clearance	\$	25.00
	Torque Bolts	\$	25.00
	Replace Belts	\$	188.00
	Replace Air Filters	\$	112.00
Section 2 - Alternate Additional Services Including Labor Total			
Unit 16 - Spectrum / Detroit Diesel			
36	Complete system Infrared Inspection engine to transfer switch	\$	25.00
	Emission Test	\$	25.00
	Mega ohm meter Test of Strator, Rotor and Exciter	\$	25.00
	Oil and Filter Change	\$	258.00
	Fuel Filters	NA	
	Anti-Freeze Test	\$	75.00
	Lube Oil Test	\$	50.00
	Fuel Sample Test	\$	225.00
	4-hour Load Blank Test	\$	913.00
	Single hour Load Blank Test	349	
	Vibration Test	\$	25.00
	Flush, Drain, and Fill Coolant	\$	306.00
	Valve Clearance	\$	25.00
	Torque Bolts	\$	25.00

	Replace Belts	\$	220.00
	Replace Air Filters	\$	65.00
Unit 17 - Cummins Natural Gas			
37	Complete system Infrared Inspection engine to transfer switch	\$	25.00
	Emission Test	\$	25.00
	Mega ohm meter Test of Strator, Rotor and Exciter	\$	25.00
	Oil and Filter Change	\$	279.00
	Fuel Filters	NA	
	Anti-Freeze Test	\$	75.00
	Lube Oil Test	\$	50.00
	Fuel Sample Test	\$	225.00
	4-hour Load Blank Test	\$	1,053.00
	Single hour Load Blank Test	618	
	Vibration Test	\$	25.00
	Flush, Drain, and Fill Coolant	\$	591.00
	Valve Clearance	\$	25.00
	Torque Bolts	\$	25.00
	Replace Belts	\$	220.00
	Replace Air Filters	\$	65.00
Unit 18 - US Motor			
38	Complete system Infrared Inspection engine to transfer switch	\$	25.00
	Emission Test	\$	25.00
	Mega ohm meter Test of Strator, Rotor and Exciter	\$	25.00
	Oil and Filter Change	\$	349.00
	Fuel Filters	\$	91.00
	Anti-Freeze Test	\$	75.00
	Lube Oil Test	\$	50.00
	Fuel Sample Test	\$	225.00
	4-hour Load Blank Test	\$	1,053.00
	Single hour Load Blank Test	376	
	Vibration Test	\$	25.00
	Flush, Drain, and Fill Coolant	\$	483.00
	Valve Clearance	\$	25.00
	Torque Bolts	\$	25.00
	Replace Belts	\$	188.00
	Replace Air Filters	\$	65.00
Unit 19 - Kohler			

39	Complete system Infrared Inspection engine to transfer switch		\$	25.00
	Emission Test		\$	25.00
	Mega ohm meter Test of Strator, Rotor and Exciter		\$	25.00
	Oil and Filter Change		\$	279.00
	Fuel Filters		NA	
	Anti-Freeze Test		\$	75.00
	Lube Oil Test		\$	50.00
	Fuel Sample Test		\$	225.00
	4-hour Load Blank Test		\$	1,053.00
	Single hour Load Blank Test	322		
	Vibration Test		\$	25.00
	Flush, Drain, and Fill Coolant		\$	483.00
	Valve Clearance		\$	25.00
	Torque Bolts		\$	25.00
	Replace Belts		\$	107.00
	Replace Air Filters		\$	161.00

Unit 20 - Kohler

40	Complete system Infrared Inspection engine to transfer switch		\$	25.00
	Emission Test		\$	25.00
	Mega ohm meter Test of Strator, Rotor and Exciter		\$	25.00
	Oil and Filter Change		\$	279.00
	Fuel Filters		NA	
	Anti-Freeze Test		\$	75.00
	Lube Oil Test		\$	50.00
	Fuel Sample Test		\$	225.00
	4-hour Load Blank Test		\$	1,053.00
	Single hour Load Blank Test	349		
	Vibration Test		\$	25.00
	Flush, Drain, and Fill Coolant		\$	483.00
	Valve Clearance		\$	25.00
	Torque Bolts		\$	25.00
	Replace Belts		\$	188.00
	Replace Air Filters		\$	65.00

SECTION 3

Labor Rates for Services in Addition to those Listed Under Section 2.

41	Hourly Rates - Normal Hours M - F 7:00 am - 4:00 pm	HR	48	\$	165.00	\$	7,920.00
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42	Hourly Rates - Saturday and After Normal Hours M - F	HR	16	\$ 247.00	\$ 3,952.00
43	Hourly Rates - Sundays and Holidays	HR	16	\$ 330.00	\$ 5,280.00
44	Call Out Service Call Charge	EA	16	* See Below0	\$ -
NO.	ITEM		EST. VALUE	% MARK-UP	EXTENDED PRICE
45	Parts Markup from Contractors Cost Two-Year Expenditure		\$10,000	66%	\$16,600
GRAND TOTAL					\$ 138,044.00
GRAND TOTAL (In words) One hundred thirty-eight thousand, forty-four dollars and 00/100 Cents.					

* A minimum of four hours will be charged for emergency call out at corilating labor rate.

For BIDS

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**

(Signature and Title) President

CORPORATE SEAL
(If available)

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

Subscribed and sworn to before me this 5th day of September AD, 2023

Signature on File

(Notary Public)

My Commission Expires: 4/23/2026

Joanna Williamson

Notary Public, State of New York

Reg. No. 01WI6374190

Qualified in Suffolk County

Commission Expires 04/23/2026

SEAL

SECTION 9 - MANDATORY FORM
SEMI-ANNUAL INSPECTION, PM & EMERGENCY CALL OUT SERVICE FOR BACKUP GENERATORS 23-099-FM

(PLEASE TYPE OR PRINT THE FOLLOWING INFORMATION)

Full Name of Bidder	Illini Power Products, a division of GenServe LLC		
Main Business Address	444 Randy Road		
City, State, Zip Code	Carol Stream, IL 60188		
Telephone Number	630-462-7280	Email Address	pmservice-ipp@genserveinc.com
Bid Contact Person	Jake Brown		

The undersigned certifies that he is:

☐ the Owner/Sole Proprietor
 ☐ a Member authorized to sign on behalf of the Partnership
 ☒ an Officer of the Corporation
 ☐ a Member of the Joint Venture

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

MICHAEL VAHLING _____
 (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, 2, 3, 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	GenServe LLC	NAME	Genserve LLC
CONTACT	Jake Brown	CONTACT	Accounts Payable
ADDRESS	444 Randy Rd	ADDRESS	PO Box 23974
CITY ST ZIP	Carol Stream, IL 60188	CITY ST ZIP	New York, NY 10087-3974
TX	630-462-7280	TX	800-247-7215
FX	NA	FX	NA
EMAIL	Jakeb@genserveinc.com	EMAIL	NA
	pmserve@genserveinc.com		
COUNTY BILL TO INFORMATION:		COUNTY SHIP TO INFORMATION:	
DuPage County Finance Department 421 North County Farm Road Room 2-700 Wheaton, IL 60187 TX: (630) 407-6193 EMAIL: FMAccountsPayable@dupageco.org.		DuPage County 421 North County Farm Road Wheaton, IL 60187 TX: (630) 407-5705 EMAIL: mary.ventrella@dupageco.org	

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



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

REQUIRED VENDOR ETHICS DISCLOSURE STATEMENT

Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	23-099-FM
COMPANY NAME:	GenServe, LLC
CONTACT PERSON:	Chris Rizzo
CONTACT EMAIL:	chriss@genserveinc.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: Nicole Garrard

Signature: Signature on File

Title: Office Manager

Date: August 4, 2025



Facilities Management Resolution

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

File #: FM-R-0009-25

Agenda Date: 9/16/2025

Agenda #: 9.D.

AMENDMENT TO RESOLUTION FM-P-0042-25,
ISSUED TO GENSERVE LLC, FOR SEMI ANNUAL INSPECTION, PREVENTIVE MAINTENANCE,
AND EMERGENCY CALL OUT SERVICE FOR CAMPUS BACKUP EMERGENCY GENERATORS,
FOR FACILITIES MANAGEMENT
(INCREASING THE TOTAL CONTRACT PRICE BY 2%)

WHEREAS, on September 23, 2025, through Resolution FM-P-0042-25, the DuPage County Board approved a one-time Renewal (hereinafter the "CONTRACT") OF A 2023 contract (the "Original Contract") for semi-annual inspections, preventive maintenance, and emergency call out service for campus backup emergency generators between the County of DuPage (hereinafter the "COUNTY") and GenServe LLC. (hereinafter "THE CONTRACTOR"); and

WHEREAS, the current cost of the CONTRACT, by and through the division of Facilities Management, is \$135,912; and

WHEREAS, pursuant to the Original Contract, the County and CONTRACTOR AGREED TO A 2% price increase upon Renewal; and

WHEREAS, the COUNTY and CONTRACTOR now seek to apply the previously agreed one-time price increase of 2%, to the CONTRACT, resulting in a new total CONTRACT value of \$138,832; and

WHEREAS, Facilities Management and the Public Works Committee therefore recommend approval of an Amended CONTRACT which includes a one-time price increase of 2% of the total CONTRACT value (hereinafter the "AMENDMENT"); and

WHEREAS, all other provisions of the CONTRACT not expressly changed in the AMENDMENT shall remain the same in their entirety.

NOW, THEREFORE, BE IT RESOLVED that the DuPage County Board adopts and approves this AMENDMENT to Resolution FM-P-0042-25, issued to GenServe LLC, approving a one-time 2% price increase, resulting in a total AMENDED CONTRACT value of \$138,832; and

BE IT FURTHER RESOLVED that one (1) original copy of this resolution be transmitted to GenServe LLC, 444 Randy Rd, Carol Stream, IL 60188, by and through the Facilities Management division of Public Works.

Enacted and approved this 23rd day of September, 2025 at Wheaton, Illinois.

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____

JEAN KACZMAREK, COUNTY CLERK



**DUPAGE
COUNTY**

FINANCE DEPARTMENT

630-407-6100

www.dupagecounty.gov/finance

CONTRACT AMENDMENT

DuPage County - Procurement Division

Contract Number: 23-099-FM

Contract Amendment No. 1

Effective November 1, 2025

This Contract is Amended to include the following specifications:

Contract Number: 23-099-FM

Semi-Annual Inspection PM Emergency Call Out Backup Generators

1) One-time price increase of two percent (2%).

All other provisions of the contract not expressly changed herein shall remain the same in their entirety.

The parties represent and warrant to each other that each party has full power, authority, and legal right to execute, deliver and perform this Amendment and the execution, delivery & performance hereof have been duly authorized by all necessary actions.

IN WITNESS, WHEREOF the undersigned duly authorized representative of the parties has executed this Amendment as of the date below written.

THE COUNTY OF DUPAGE, ILLINOIS

GENSERVE LLC

By:

By:

Signature on File

SIGNATURE

SIGNATURE

Valerie Calvente

Nicole Garrard

PRINTED NAME

PRINTED NAME

Chief Procurement Officer

Office Manager

PRINTED TITLE

PRINTED TITLE

DATE

DATE

August 4, 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:	23-099-FM
COMPANY NAME:	GenServe, LLC
CONTACT PERSON:	Chris Rizzo
CONTACT EMAIL:	chrisc@genserveinc.com

Section II: Procurement Ordinance Requirements

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

Has the Bidder made contributions as described above?

☐ Yes

☒ No

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

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

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

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

☐ Yes

☒ No

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

NAME	PHONE	EMAIL

Section III: Violations

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

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

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[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: Nicole Garrard

Signature: Signature on File

Title: Office Manager

Date: August 4, 2025



Facilities Management Requisition Over \$30K

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

File #: FM-P-0044-25

Agenda Date: 9/16/2025

Agenda #: 9.E.

AWARDING RESOLUTION
ISSUED TO SNI SOLUTIONS, INC.
TO FURNISH AND DELIVER DEICING SOLIDS
FOR FACILITIES MANAGEMENT
(CONTRACT TOTAL NOT TO EXCEED \$96,320.00)

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

WHEREAS, the Public Works Committee recommends County Board approval for the issuance of a contract to SNI Solutions, Inc., to furnish and deliver deicing solids (22) Eco Salt, for grounds facilities, for the period November 1, 2025 through October 31, 2026, for Facilities Management.

NOW, THEREFORE BE IT RESOLVED, that County Contract, covering said, to furnish and deliver deicing solids (22) Eco Salt, for grounds facilities, for the period November 1, 2025 through October 31, 2026, for Facilities Management, be, and it is hereby approved for issuance of a contract by the Procurement Division to, SNI Solutions, Inc., 205 North Stewart Street, Geneseo, IL 61254, for a contract total amount not to exceed \$96,320.00, per renewal option under bid award #22-099-FM. Third and final option to renew.

Enacted and approved this 23rd day of September, 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#: 25-2046	RFP, BID, QUOTE OR RENEWAL #: 22-099-FM	INITIAL TERM WITH RENEWALS: 1 YR + 3 X 1 YR TERM PERIODS	INITIAL TERM TOTAL COST: \$96,320.00
COMMITTEE: PUBLIC WORKS	TARGET COMMITTEE DATE: 09/16/2025	PROMPT FOR RENEWAL: 3 MONTHS	CONTRACT TOTAL COST WITH ALL RENEWALS: \$363,960.00
	CURRENT TERM TOTAL COST: \$96,320.00	MAX LENGTH WITH ALL RENEWALS: FOUR YEARS	CURRENT TERM PERIOD: THIRD RENEWAL
Vendor Information		Department Information	
VENDOR: SNI Solutions, Inc.	VENDOR #: 12626	DEPT: Facilities Management	DEPT CONTACT NAME: Connor Michalek
VENDOR CONTACT: Mike Bellovics	VENDOR CONTACT PHONE: 888-840-5564	DEPT CONTACT PHONE #: 630-432-1502	DEPT CONTACT EMAIL: connor.michalek@dupagecounty.gov
VENDOR CONTACT EMAIL: mike@snisolutions.com	VENDOR WEBSITE:	DEPT REQ #:	
Overview			
DESCRIPTION Identify scope of work, item(s) being purchased, total cost and type of procurement (i.e., lowest bid, RFP, renewal, sole source, etc.). Recommendation for the approval of a contract to SNI Solutions, Inc., to furnish and deliver Deicing Solids (22) Eco Salt, for Facilities Management - Grounds, for the period November 1, 2025 through October 31, 2026 for a contract total amount not to exceed \$96,320 per renewal option under bid award #22-099-FM. Third and final option to renew.			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished Product used by grounds maintenance to deice sidewalks, parking decks, and paver parking areas around the County campus.			

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: SNI Solutions, Inc.	Vendor#: 12626	Dept: Facilities Management	Division:
Attn: Mike Bellovics	Email: mike@snisolutions.com	Attn:	Email: FMAccountsPayable@dupagecounty.gov
Address: 205 N. Stewart Street	City: Geneseo	Address: 421 N. County Farm Road	City: Wheaton
State: IL	Zip: 61254	State: IL	Zip: 60187
Phone: 888-840-5564	Fax:	Phone: 630-407-5700	Fax: 630-407-5701
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: SNI Solutions, Inc.	Vendor#: 12626	Dept: Facilities Management	Division:
Attn:	Email:	Attn: Antonio Sammarco	Email: antonio.sammarco@dupagecounty.gov
Address: 205 N. Stewart Street	City: Geneseo	Address: 170 N. County Farm Road	City: Wheaton
State: IL	Zip: 61254	State: IL	Zip: 60187
Phone:	Fax:	Phone:	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Nov 1, 2025	Contract End Date (PO25): Oct 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	LO		Deicing Solids (22) Eco Salt (1-Ton Super Sacks w/X-22)	FY25	1000	1102	52270		24,640.00	24,640.00
2	1	LO		Deicing Solids (22) Eco Salt (1-Ton Super Sacks w/X-22)	FY26	1000	1102	52270		71,680.00	71,680.00
<i>FY is required, ensure the correct FY is selected.</i>										Requisition Total	\$ 96,320.00

Comments	
HEADER COMMENTS	Provide comments for P020 and P025. Furnish and Deliver Deicing Solids (22) Eco Salt, for Facilities Management - Grounds
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO. Send PO to Vendor, Mary Ventrella, Cathie Figlewski, Clara Gomez, and Connor Michalek.
INTERNAL NOTES	Provide comments for department internal use (not for P020 and P025). Comments will not appear on PO. Public Works Committee: 09/16/25 County Board: 09/23/25
APPROVALS	Department Head signature approval for procurements under \$15,000. Procurement Officer Approval for ETSB.



THE COUNTY OF DUPAGE
FINANCE - PROCUREMENT
DEICING SOLIDS 22-099-FM
BID TABULATION



				SNI Solutions, Inc.	
NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE
1	Accelerated granular deicer with anti-corrosion inhibitor	TON	172	\$ 560.00	\$ 96,320.00
GRAND TOTAL					\$ 96,320.00

NOTES

Bid Opening 09/23/2022 @ 2:30 PM	DW,VC
Invitations Sent	46
Total Vendors Requesting Documents	2
Total Bid Responses	1



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 SNI Solutions, Inc. located at 205 N Stewart St., Geneseo, IL 61254, hereinafter called the "CONTRACTOR", witnesseth;

The COUNTY and the CONTRACTOR have previously entered into a Contract, pursuant to Bid #22-099-FM which became effective on 11/1/2022 and which will expire 10/31/2025. 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 10/31/2026.

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 on File

SIGNATURE

SIGNATURE

Brian Rovik

PRINTED NAME

PRINTED NAME

Buyer I

PRINTED TITLE

PRINTED TITLE

DATE

DATE

SECTION 7 - BID FORM PRICING

NO	ITEM	UOM	QTY	PRICE	EXTENDED PRICE
1	Accelerated granular deicer with anti-corrosion inhibitor	TON	172	\$560.00	\$96,320.00
GRAND TOTAL					
(In words) Ninety six thousand three hundred twenty dollars and 00/100					

PRODUCT SUBMITTED:

Ecosalt w/X-22

Trade Name – Manufacturer/Style Number

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 _____
(Signature and Title)

CORPORATE SEAL
(If available)

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

Subscribed and sworn to before me this 19th day of September AD, 2022

My Commission Expires: July 22, 2026

(Notary Public)



SEAL

**SECTION 9 - MANDATORY FORM
DEICING SOLIDS 22-099-FM**

(PLEASE TYPE OR PRINT THE FOLLOWING INFORMATION)

Full Name of Bidder	SNI Solutions, Inc.		
Main Business Address	205 N Stewart St., Geneseo, IL 61254		
City, State, Zip Code			
Telephone Number	888-840-5564	Email Address	mike@snisolutions.com
Bid Contact Person	Mike Bellovics		

The undersigned certifies that he is:

☒ the Owner/Sole Proprietor
 ☐ a Member authorized to sign on behalf of the Partnership
 ☐ an Officer of the Corporation
 ☐ a Member of the Joint Venture

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

Michael Bellovics
 (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	SNI Solutions, Inc.	NAME	SNI Solutions,
CONTACT	Mike Bellovics	CONTACT	Jennifer Stabler
ADDRESS	205 N Stewart St.	ADDRESS	205 N Stewart St.
CITY ST ZIP	Geneseo, IL 61254	CITY ST ZIP	Geneseo, IL 61254
TX	888-840-5564	TX	888-840-5564
FX	309-944-4620	FX	309-840-5564
EMAIL	mike@snisolutions.com	EMAIL	jennifer@snisolutions.com
COUNTY BILL TO INFORMATION:		COUNTY SHIP TO INFORMATION:	
DuPage County Facilities Management 2-700 421 North County Farm Road Wheaton, IL 60187 TX: (630) 407-5700 EMAIL: FMAccountsPayable@dupageco.org		DuPage County DOT Garage 170 North County Farm Road Wheaton, IL 60187 TX: (630) 407-5705 EMAIL: Mary.Ventrella@dupageco.org	

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



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

REQUIRED VENDOR ETHICS DISCLOSURE STATEMENT

Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	22-099-FM
COMPANY NAME:	SNI Solutions, Inc.
CONTACT PERSON:	Michael J Bellovics
CONTACT EMAIL:	mike@snisolutions.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](#)

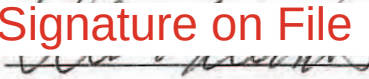
The full text of the County's Procurement Ordinance is available at:

[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: Michael Bellon

Signature: 

Signature on File

Title: President

Date: 8-5-25



Public Works Requisition \$30,000 and Over

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

File #: PW-P-0026-25

Agenda Date: 9/16/2025

Agenda #: 9.F.

AWARDING RESOLUTION ISSUED TO
POLYDYNE, INC.
FOR DELIVERY OF POLYMER TO THE WOODRIDGE GREENE VALLEY AND KNOLLWOOD
WASTEWATER TREATMENT PLANTS
FOR PUBLIC WORKS
(CONTRACT TOTAL AMOUNT \$440,000)

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

WHEREAS, the Public Works Committee recommends County Board approval for the issuance of a contract to Polydyne, Inc., for delivery of polymer to the Woodridge Greene Valley and Knollwood Wastewater Treatment Plants, for the period of November 1, 2025 through October 31, 2026, for Public Works

NOW, THEREFORE BE IT RESOLVED, that said contract is for delivery of polymer to the Woodridge Greene Valley and Knollwood Wastewater Treatment Plants, for the period of November 1, 2025 through October 31, 2026 for Public Works per 23-063-PW, be, and it is hereby approved for the issuance of a contract purchase order by the Procurement Division to Polydyne, Inc., 1 Chemical Plant Road, Riceboro, Georgia, 31323, for a contract total amount of \$440,000.

Enacted and approved this 23rd day of September, 2025 at Wheaton, Illinois.

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____

JEAN KACZMAREK, COUNTY CLERK



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

SECTION 1: DESCRIPTION

General Tracking		Contract Terms	
FILE ID#:	RFP, BID, QUOTE OR RENEWAL #: 23-063-PW	INITIAL TERM WITH RENEWALS: 1 YR + 3 X 1 YR TERM PERIODS	INITIAL TERM TOTAL COST: \$248,811.76
COMMITTEE: PUBLIC WORKS	TARGET COMMITTEE DATE: 09/16/2025	PROMPT FOR RENEWAL:	CONTRACT TOTAL COST WITH ALL RENEWALS: \$1,400,000.00
	CURRENT TERM TOTAL COST: \$440,000.00	MAX LENGTH WITH ALL RENEWALS: FOUR YEARS	CURRENT TERM PERIOD: SECOND RENEWAL
Vendor Information		Department Information	
VENDOR: Polydyne, Inc.	VENDOR #: 11394	DEPT: Public Works	DEPT CONTACT NAME: Sean Reese
VENDOR CONTACT: Sandy Wells	VENDOR CONTACT PHONE: 912.880.2089	DEPT CONTACT PHONE #: 630.985.7400	DEPT CONTACT EMAIL: sean.reese@dupagecounty.gov
VENDOR CONTACT EMAIL: swells@snf.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.). Polymer for both the Woodridge Greene Valley and Knollwood Wastewater Treatment Facilities for a 1-year period from 11/1/25 through 10/31/26 in the amount of \$440,000.00 per Bid #23-063-PW.			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished Polymer is needed in both the sludge dewatering and solids thickening processes at the wastewater treatment facilities. Testing has been conducted on multiple polymer products prior to requesting bids. The basis for bid award consists of all costs associated with the dewatering processes including cake solids, capture rate, polymer dosage and polymer cost.			

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: Polydyne Inc.	Vendor#: 11394	Dept: Public Works	Division: Public Works
Attn: Sandy Wells	Email: swells@snf.com	Attn: Magda Leonida-Padilla	Email: pwaccountspayable@dupagecount y.gov
Address: 1 Chemical Plant Road	City: Riceboro	Address: 7900 S. Rt. 53	City: Woodridge
State: Georgia	Zip: 31323	State: Illinois	Zip: 60517
Phone: 912.880.2035	Fax:	Phone: 630-985-7400	Fax:
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Polydyne, Inc.	Vendor#:	Dept: Same as Above	Division:
Attn:	Email:	Attn:	Email:
Address: P.O. Box 40642	City: Atlanta	Address:	City:
State: Georgia	Zip: 30384-4642	State:	Zip:
Phone:	Fax:	Phone:	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Nov 1, 2025	Contract End Date (PO25): Oct 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		Contract to supply polymer at both the Woodridge Greene Valley and Knollwood Wastewater Treatment Facilities for sludge dewatering and thickening	FY25	2000	2555	52330		45,000.00	45,000.00
2	1	EA		Contract to supply polymer at both the Woodridge Greene Valley and Knollwood Wastewater Treatment Facilities for sludge dewatering and thickening	FY26	2000	2555	52330		395,000.00	395,000.00
FY is required, ensure the correct FY is selected.										Requisition Total	\$ 440,000.00

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 - PROCUREMENT
LIQUID EMULSION POLYMER FOR PUBLIC
WORKS 23-063-PW
BID TABULATION

✓

				POLYDYNE	
NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE
1	Pounds of Polymer <u>Polydyne CE1190</u>	LB	144,658	\$ 1.72	\$248,811.76
2	Disposal	LS	1	\$388,960.00	\$388,960.00
GRAND TOTAL					\$637,771.76

NOTES

Bid Opening 7/31/2023 @ 2:30 PM	DW, NF
Invitations Sent	17
Total Vendors Requesting Documents	1
Total Bid Responses	1



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 Polydyne Inc. located at 1 Chemical Plant Road, Riceboro, GA 31323, hereinafter called the "CONTRACTOR", witnesseth;

The COUNTY and the CONTRACTOR have previously entered into a Contract, pursuant to Bid #23-063-PW which became effective on 11/1/2023 and which will expire 10/31/2025. 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 10/31/2026.

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

SIGNATURE

Henry Kocker

PRINTED NAME

Buyer I

PRINTED TITLE

DATE

CONTRACTOR

SIGNATURE

Boyd Stanley

PRINTED NAME

Sr. Vice-President

PRINTED TITLE

8/28/25

DATE

SECTION 7 - BID FORM PRICING

The Contractor agrees to furnish the material and services as described in these Specifications and under the conditions outlined in these bid documents at the following price per pound. The contract award will be based on the lowest **TOTAL COMBINATION** of annual sludge disposal cost and annual polymer cost using 2,600 tons of dewatered belt press sludge. Figures were based on the performance trials performed in June of 2023.

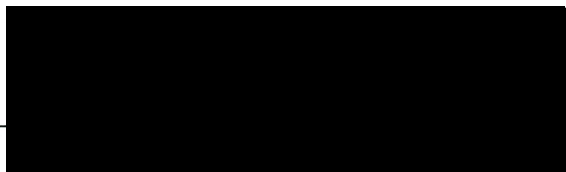
NO	ITEM	TOTAL POUNDS OF POLYMER	X	PRICE PER POUND	=	TOTAL PRODUCT COST	+	DISPOSAL COST	=	EXTENDED PRICE
1	Polydyne CE1190	144,658	x	\$1.72/Lb.	=	\$248,811.76	+	\$388,960.00	=	\$637,771.76
GRAND TOTAL (In words)		Six hundred thirty-seven thousand, seven hundred and seventy one dollars plus seventy six cents								

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

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



Boyd Stanley, Sr. Vice-President

CORPORATE SEAL
(If available)

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

Subscribed and sworn to before me this 19th day of July AD, 20 23

(Notary Public)
Rebecca Beasley

My Commission Expires: _____

My Commission Expires
December 17, 2026



SEAL

**SECTION 9 - MANDATORY FORM
LIQUID EMULSION POLYMER FOR PUBLIC WORKS 23-063-PW**

(PLEASE TYPE OR PRINT THE FOLLOWING INFORMATION)

Full Name of Bidder	POLYDYNE INC.		
Main Business Address	One Chemical Plant Road		
City, State, Zip Code	Riceboro, GA 31323		
Telephone Number	(800) 848-7659, Option 2	Email Address	bids@polydyneinc.com
Bid Contact Person	Boyd Stanley, Sr. Vice-President		

The undersigned certifies that he is:

☐ the Owner/Sole Proprietor
 ☐ a Member authorized to sign on behalf of the Partnership
 ☒ an Officer of the Corporation
 ☐ a Member of the Joint Venture

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

John Pittman, President

(President or Partner)

Boyd Stanley, Sr. Vice-President

(Vice-President or Partner)

Christopher Gannon, Secretary

(Secretary or Partner)

Mark Schlag, Treasurer

(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.)

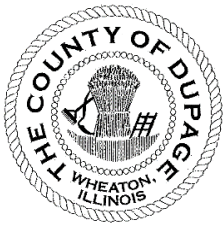
Further, the Bidder certifies that he has provided equipment, supplies, or services comparable to the items specified in this contract to the parties listed in the reference section below and authorizes the County to verify references of business and credit at its option.

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	POLYDYNE INC.	NAME	POLYDYNE INC.
CONTACT	Boyd Stanley, Sr. Vice-President	CONTACT	
ADDRESS	One Chemical Plant Road	ADDRESS	P.O. Box 404642
CITY ST ZIP	Riceboro, GA 31323	CITY ST ZIP	Atlanta, GA 30384
TX	(800) 848-7659, Option 2	TX	(912) 884-3366, ext 2056
FX	(912) 880-2078	FX	
EMAIL	bids@polydyneinc.com	EMAIL	remittance@snfhc.com
COUNTY BILL TO INFORMATION:		COUNTY SHIP TO INFORMATION:	
DuPage County Public Works Department Attn: Magda Leonida-Padilla 7900 South Route 53 Woodridge, IL 60157 TX: (630) 407-7400 x202 <u>pwaccountspayable@dupageco.org</u>		Woodridge Greene Valley Wastewater Treatment Plant 7900 South Route 53 Woodridge, IL 60157 TX: (630) 407-7400 OR Knollwood Wastewater Treatment Plant 11S175 Madison St. Burr Ridge, IL 60527 TX: (630) 407-7400	

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



REQUIRED VENDOR ETHICS DISCLOSURE STATEMENT

Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	23-063-PW
COMPANY NAME:	Polydyne Inc.
CONTACT PERSON:	Boyd Stanley, Sr. Vice-President
CONTACT EMAIL:	bids@polydyneinc.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:

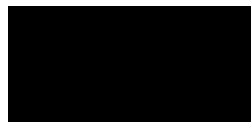
[ARTICLE VI. - PROCUREMENT | Code of Ordinances | DuPage County, IL | Municode Library](#)

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: Boyd Stanley

Signature:



Title: Sr. Vice-President

Date: 8/28/25



Facilities Management Requisition Under \$30K

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

File #: 25-2221

Agenda Date: 9/16/2025

Agenda #: 10.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#: 25-2061	RFP, BID, QUOTE OR RENEWAL #:	INITIAL TERM WITH RENEWALS: OTHER	INITIAL TERM TOTAL COST: \$26,000.00
COMMITTEE: PUBLIC WORKS	TARGET COMMITTEE DATE: 09/16/2025	PROMPT FOR RENEWAL:	CONTRACT TOTAL COST WITH ALL RENEWALS: \$26,000.00
	CURRENT TERM TOTAL COST: \$26,000.00	MAX LENGTH WITH ALL RENEWALS: FOUR YEARS	CURRENT TERM PERIOD: INITIAL TERM
Vendor Information		Department Information	
VENDOR: Village of Winfield	VENDOR #: 10709	DEPT: Facilities Management	DEPT CONTACT NAME: Katie Boffa
VENDOR CONTACT:	VENDOR CONTACT PHONE:	DEPT CONTACT PHONE #: 630-407-5700	DEPT CONTACT EMAIL: katrina.boffa@dupagecounty.gov
VENDOR CONTACT EMAIL:	VENDOR WEBSITE:	DEPT REQ #:	
Overview			
DESCRIPTION Identify scope of work, item(s) being purchased, total cost and type of procurement (i.e., lowest bid, RFP, renewal, sole source, etc.). Recommendation for the approval of a contract to Village of Winfield, for sanitary sewer utility services for Building #2, Standby Power Facility and the Children's Advocacy Neutral Exchange Center, for Facilities Management, for the four-year period October 1, 2025, through September 30, 2029, for a total contract amount not to exceed \$26,000. Per 55 ILCS 5/5-1022 "Competitive Bids" (c) Not suitable for competitive bids – Public Utility.			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished Sanitary sewer services are required to maintain the operation of Building #2, Standby Power Facility and the Children's Advocacy Neutral Exchange Center.			

SECTION 2: DECISION MEMO REQUIREMENTS

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

SECTION 3: DECISION MEMO

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

SECTION 4: SOLE SOURCE MEMO/JUSTIFICATION

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

SECTION 5: Purchase Requisition Information

<i>Send Purchase Order To:</i>		<i>Send Invoices To:</i>	
Vendor: Village of Winfield	Vendor#: 10709	Dept: Facilities Management	Division:
Attn:	Email:	Attn:	Email: FMAccountsPayable @dupagecounty.gov
Address: 27W465 Jewell Rd.	City: Winfield	Address: 421 N. County Farm Road, Room 2-700	City: Wheaton
State: IL	Zip: 60190	State: IL	Zip: 60187
Phone: 630-933-7112	Fax:	Phone: 630-407-5700	Fax: 630-407-5701
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Village of Winfield	Vendor#: 10709	Dept: Facilities Management	Division:
Attn:	Email:	Attn:	Email:
Address: PO Box 5905	City: Carol Stream	Address: 421 N. County Farm Road, Room 2-700	City: Wheaton
State: IL	Zip: 60197-5905	State: IL	Zip: 60187
Phone: 630-933-7112	Fax:	Phone: 630-407-5700	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Oct 1, 2025	Contract End Date (PO25): Sep 30, 2029

Purchase Requisition Line Details											
LN	Qty	UOM	Item Detail (Product #)	Description	FY	Company	AU	Acct Code	Sub-Accts/ Activity Code	Unit Price	Extension
1	1	LO		Facilities Management		1000	1100	53220		26,000.00	26,000.00
<i>FY is required, ensure the correct FY is selected.</i>										Requisition Total	\$ 26,000.00

Comments	
HEADER COMMENTS	Provide comments for P020 and P025. Sanitary sewer utility services for Building #2, Standby Power Facility and Children's Advocacy Neutral Exchange Center for the period 10/01/25 through 09/30/29.
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO. Send PO to Cathie Figlewski, Katie Boffa & Clara Gomez
INTERNAL NOTES	Provide comments for department internal use (not for P020 and P025). Comments will not appear on PO. PW: 9/16/25
APPROVALS	Department Head signature approval for procurements under \$15,000. Procurement Officer Approval for ETSB.



Facilities Management Requisition Over \$30K

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

File #: FM-P-0046-25

Agenda Date: 9/16/2025

Agenda #: 10.B.

AWARDING RESOLUTION
ISSUED TO CITY OF WHEATON
FOR WATER UTILITY SERVICES
FOR THE COUNTY CAMPUS
FOR FACILITIES MANAGEMENT
(CONTRACT TOTAL AMOUNT: \$3,152,000)

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

WHEREAS, the Public Works Committee recommends County Board approval for the issuance of a contract to City of Wheaton, for water utility services, for the County campus, for the four-year period October 1, 2025 through September 30, 2029, for Facilities Management.

NOW, THEREFORE BE IT RESOLVED, that County Contract, covering said, for water utility services, for the County campus, for the four-year period October 1, 2025 through September 30, 2029, for Facilities Management, be, and it is hereby approved for issuance of a contract by the Procurement Division to, City of Wheaton, 303 W. Wesley, Wheaton, IL 60187, for a total contract amount not to exceed \$3,152,000 (\$2,740,000 for Facilities Management and \$412,000 for the DuPage Care Center). Per 55 ILCS 5/5-1022 "Competitive Bids" (c) Not suitable for competitive bids - Public Utility.

Enacted and approved this 23rd day of September, 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#: 25-2058	RFP, BID, QUOTE OR RENEWAL #:	INITIAL TERM WITH RENEWALS: OTHER	INITIAL TERM TOTAL COST: \$3,152,000.00
COMMITTEE: PUBLIC WORKS	TARGET COMMITTEE DATE: 09/16/2025	PROMPT FOR RENEWAL:	CONTRACT TOTAL COST WITH ALL RENEWALS: \$3,152,000.00
	CURRENT TERM TOTAL COST: \$3,152,000.00	MAX LENGTH WITH ALL RENEWALS: FOUR YEARS	CURRENT TERM PERIOD: INITIAL TERM
Vendor Information		Department Information	
VENDOR: City of Wheaton	VENDOR #: 10074	DEPT: Facilities Management	DEPT CONTACT NAME: Katie Boffa
VENDOR CONTACT:	VENDOR CONTACT PHONE:	DEPT CONTACT PHONE #: 630-407-5700	DEPT CONTACT EMAIL: katrina.boffa@dupagecounty.gov
VENDOR CONTACT EMAIL:	VENDOR WEBSITE:	DEPT REQ #:	
Overview			
DESCRIPTION Identify scope of work, item(s) being purchased, total cost and type of procurement (i.e., lowest bid, RFP, renewal, sole source, etc.). Recommendation for the approval of a contract to City of Wheaton, for water utility services for the County campus, for Facilities Management, for the four-year 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 portion is \$2,740,000 and the DuPage Care Center's portion is \$412,000).			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished Water utility services are required to maintain the operations of the County facilities.			

SECTION 2: DECISION MEMO REQUIREMENTS

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

SECTION 3: DECISION MEMO

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

SECTION 4: SOLE SOURCE MEMO/JUSTIFICATION

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

SECTION 5: Purchase Requisition Information

<i>Send Purchase Order To:</i>		<i>Send Invoices To:</i>	
Vendor: City of Wheaton	Vendor#: 10074	Dept: Facilities Management	Division:
Attn:	Email:	Attn: Accounts Payable	Email: FMAccountsPayable@dupagecounty.gov
Address: 303 W. Wesley	City: Wheaton	Address: 421 N. County Farm Road, Room 2-700	City: Wheaton
State: IL	Zip: 601687	State: IL	Zip: 60187
Phone: 630-260-2000	Fax:	Phone: 630-407-5700	Fax: 630-407-5701
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: City of Wheaton	Vendor#: 10074	Dept: Facilities Management	Division:
Attn:	Email:	Attn:	Email:
Address: 303 W Wesley PO Box 727	City: Wheaton	Address: 421 N. County Farm Road, Room 2-700	City: Wheaton
State: IL	Zip: 60187	State: IL	Zip: 60187
Phone: 630-260-2000	Fax:	Phone: 630-407-5700	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Oct 1, 2025	Contract End Date (PO25): Sep 30, 2029

Purchase Requisition Line Details											
LN	Qty	UOM	Item Detail (Product #)	Description	FY	Company	AU	Acct Code	Sub-Accts/ Activity Code	Unit Price	Extension
1	1	LO		Facilities Management		1000	1100	53220		2,740,000.00	2,740,000.00
2	1	LO		CarenCenter		1200	2045	53220		412,000.00	412,000.00
<i>FY is required, ensure the correct FY is selected.</i>										Requisition Total	\$ 3,152,000.00

Comments	
HEADER COMMENTS	Provide comments for P020 and P025. Water utility services for the County campus, 10/1/25 - 9/30/29
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO. Send O to Cathie Figlewski, Christine Kliebahn and Clara Gomez
INTERNAL NOTES	Provide comments for department internal use (not for P020 and P025). Comments will not appear on PO. PW: 9/16/25 CB: 9/23/25
APPROVALS	Department Head signature approval for procurements under \$15,000. Procurement Officer Approval for ETSB.



Facilities Management Requisition Over \$30K

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

File #: FM-P-0047-25

Agenda Date: 9/16/2025

Agenda #: 10.C.

AWARDING RESOLUTION
ISSUED TO WHEATON SANITARY DISTRICT
FOR SANITARY SEWER UTILITY SERVICES
FOR THE COUNTY CAMPUS
FOR FACILITIES MANAGEMENT
(CONTRACT TOTAL AMOUNT: \$1,821,000)

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

WHEREAS, the Public Works Committee recommends County Board approval for the issuance of a contract to Wheaton Sanitary District, for sanitary sewer utility services, for the County campus, for the four-year period October 1, 2025 through September 30, 2029, for Facilities Management.

NOW, THEREFORE BE IT RESOLVED, that County Contract, covering said, for sanitary sewer utility services, for the County campus, for the four-year period October 1, 2025 through September 30, 2029, for Facilities Management, be, and it is hereby approved for issuance of a contract by the Procurement Division to, Wheaton Sanitary District, 1S649 Shaffner Road, Wheaton, IL 60187, for a total contract amount not to exceed \$1,821,000. (\$1,540,000 for Facilities Management and \$281,000 for the Care Center). Per 55 ILCS 5/5-1022 "Competitive Bids" (c) Not suitable for competitive bids - Public Utility.

Enacted and approved this 23rd day of September, 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#: 25-2059	RFP, BID, QUOTE OR RENEWAL #:	INITIAL TERM WITH RENEWALS: OTHER	INITIAL TERM TOTAL COST: \$1,821,000.00
COMMITTEE: PUBLIC WORKS	TARGET COMMITTEE DATE: 09/16/2025	PROMPT FOR RENEWAL:	CONTRACT TOTAL COST WITH ALL RENEWALS: \$1,821,000.00
	CURRENT TERM TOTAL COST: \$1,821,000.00	MAX LENGTH WITH ALL RENEWALS: FOUR YEARS	CURRENT TERM PERIOD: INITIAL TERM
Vendor Information		Department Information	
VENDOR: Wheaton Sanitary District	VENDOR #: 10037	DEPT: Facilities Management	DEPT CONTACT NAME: Katie Boffa
VENDOR CONTACT:	VENDOR CONTACT PHONE:	DEPT CONTACT PHONE #: 630-407-5700	DEPT CONTACT EMAIL: katrina.boffa@dupagecounty.gov
VENDOR CONTACT EMAIL:	VENDOR WEBSITE:	DEPT REQ #:	
Overview			
DESCRIPTION Identify scope of work, item(s) being purchased, total cost and type of procurement (i.e., lowest bid, RFP, renewal, sole source, etc.). Recommendation for the approval of a contract to Wheaton Sanitary District, for sanitary sewer utility services, for the County campus, for Facilities Management, for the four-year period 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 portion is \$1,540,000 and the DuPage Care Center's portion is \$281,000).			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished Sanitary sewer services are required to maintain the operations of the County facilities.			

SECTION 2: DECISION MEMO REQUIREMENTS

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

SECTION 3: DECISION MEMO

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

SECTION 4: SOLE SOURCE MEMO/JUSTIFICATION

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

SECTION 5: Purchase Requisition Information

<i>Send Purchase Order To:</i>		<i>Send Invoices To:</i>	
Vendor: Wheaton Sanitary District	Vendor#: 10037	Dept: Facilities Management	Division:
Attn:	Email:	Attn:	Email: FMAccountsPayable @dupagecounty.gov
Address: 15649 Shaffner Rd.	City: Wheaton	Address: 421 N. County Farm Road, Room 2-700	City: Wheaton
State: IL	Zip: 60189	State: IL	Zip: 60187
Phone: 630-668-1515	Fax:	Phone: 630-407-5700	Fax: 630-407-5701
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Wheaton Sanitary District	Vendor#: 10037	Dept: Facilities Management	Division:
Attn:	Email:	Attn:	Email:
Address: PO Box 1389	City: Wheaton	Address: 421 N. County Farm Road, Room 2-700	City: Wheaton
State: IL	Zip: 60187-1389	State: IL	Zip: 60187
Phone: 630-668-1515	Fax:	Phone: 630-407-5700	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Oct 1, 2025	Contract End Date (PO25): Sep 30, 2029

Purchase Requisition Line Details											
LN	Qty	UOM	Item Detail (Product #)	Description	FY	Company	AU	Acct Code	Sub-Accts/ Activity Code	Unit Price	Extension
1	1	LO		Facilities Management		1000	1100	53220		1,540,000.00	1,540,000.00
2	1	LO		Care Center		1200	2045	53220		281,000.00	281,000.00
FY is required, ensure the correct FY is selected.										Requisition Total	\$ 1,821,000.00

Comments	
HEADER COMMENTS	Provide comments for P020 and P025. Sanitary sewer utility services for the County campus, for the period 10/01/215through 09/30/29.
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO. Send PO to Cathie Figlewski, Christine Kliebahn and Clara Gomez
INTERNAL NOTES	Provide comments for department internal use (not for P020 and P025). Comments will not appear on PO. PW: 8/16/25 CB: 8/23/25
APPROVALS	Department Head signature approval for procurements under \$15,000. Procurement Officer Approval for ETSB.



Public Works Requisition \$30,000 and Over

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

File #: PW-P-0027-25

Agenda Date: 9/16/2025

Agenda #: 10.D.

AWARDING RESOLUTION
ISSUED TO NICOR GAS
FOR NATURAL GAS SERVICES
FOR THE CONNECTED PUBLIC WORKS FACILITIES
FOR PUBLIC WORKS
(CONTRACT TOTAL AMOUNT: \$375,000)

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

WHEREAS, the Public Works Committee recommends County Board approval for the issuance of a contract to Nicor Gas, for natural gas services for the connected Public Works facilities, for Public Works, for the period of October 1, 2025, through September 30, 2027.

NOW, THEREFORE BE IT RESOLVED, that County Contract, covering said, natural gas services for the connected Public Works facilities, for Public Works, for the period of October 1, 2025, through September 30, 2027, for Public Works, be, and it is hereby approved for issuance of a contract by the Procurement Division to, Nicor Gas, P.O. BOX 2020, Aurora, Illinois, 60507, for a total contract amount not to exceed \$375,000, per 55 ILCS 5/5-1022 (c) not suitable for competitive bids - Public Utility.

Enacted and approved this 23rd day of September, 2025 at Wheaton, Illinois.

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____

JEAN KACZMAREK, COUNTY CLERK



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

SECTION 1: DESCRIPTION

General Tracking		Contract Terms	
FILE ID#:	RFP, BID, QUOTE OR RENEWAL #:	INITIAL TERM WITH RENEWALS: 2 YRS + 1 X 2 YR TERM PERIOD	INITIAL TERM TOTAL COST: \$375,000.00
COMMITTEE: PUBLIC WORKS	TARGET COMMITTEE DATE: 09/16/2025	PROMPT FOR RENEWAL:	CONTRACT TOTAL COST WITH ALL RENEWALS: \$750,000.00
	CURRENT TERM TOTAL COST: \$375,000.00	MAX LENGTH WITH ALL RENEWALS: FOUR YEARS	CURRENT TERM PERIOD: INITIAL TERM
Vendor Information		Department Information	
VENDOR: Nicor Gas	VENDOR #: 10057	DEPT: Public Works	DEPT CONTACT NAME: Sean Reese
VENDOR CONTACT:	VENDOR CONTACT PHONE:	DEPT CONTACT PHONE #: 630.985.7400	DEPT CONTACT EMAIL: sean.reese@dupagecounty.gov
VENDOR CONTACT EMAIL:	VENDOR WEBSITE:	DEPT REQ #:	
Overview			
DESCRIPTION Identify scope of work, item(s) being purchased, total cost and type of procurement (i.e., lowest bid, RFP, renewal, sole source, etc.). Natural gas service for a 2-year period from 10/1/25 through 9/30/27 for all Public Works locations in the amount of \$375,000.			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished Natural gas is needed in the daily operations of all Public Works Facilities. Natural gas is required to be transported through infrastructure that is owned by NICOR to Public Works Facilities. NICOR is the only company which owns this infrastructure and provides these 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.
PUBLIC UTILITY	
DECISION MEMO REQUIRED	Select an item from the following dropdown menu to identify why a Decision Memo (Section 3) is required.

SECTION 3: DECISION MEMO

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

SECTION 4: SOLE SOURCE MEMO/JUSTIFICATION

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

SECTION 5: Purchase Requisition Information

<i>Send Purchase Order To:</i>		<i>Send Invoices To:</i>	
Vendor: Nicor Gas	Vendor#: 10057	Dept: Public Works	Division: Public Works
Attn:	Email:	Attn: Magda Leonida Padilla	Email: pwaccountspayable@dupagecount y.gov
Address: P.O. Box 2020	City: Aurora	Address: 7900 S. Rt 53	City: Woodridge
State: IL	Zip: 60507	State: IL	Zip: 60517
Phone:	Fax:	Phone: 630-985-7400	Fax:
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Same as Above	Vendor#: Same as Above	Dept: Same as Above	Division: Same as Above
Attn:	Email:	Attn:	Email:
Address:	City:	Address:	City:
State:	Zip:	State:	Zip:
Phone:	Fax:	Phone:	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Oct 1, 2025	Contract End Date (PO25): Sep 30, 2027

Purchase Requisition Line Details											
LN	Qty	UOM	Item Detail (Product #)	Description	FY	Company	AU	Acct Code	Sub-Accts/ Activity Code	Unit Price	Extension
1	1	EA		Natural Gas Delivery Service for a 2 year period		2000	2555	53200		210,000.00	210,000.00
2	1	EA		Natural Gas Delivery Service for a 2 year period		2000	2640	53200		105,000.00	105,000.00
3	1	EA		Natural Gas Delivery Service for a 2 year period		2000	2665	53200		60,000.00	60,000.00
<i>FY is required, ensure the correct FY is selected.</i>										Requisition Total	\$ 375,000.00

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.



Public Works Requisition \$30,000 and Over

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

File #: PW-P-0028-25

Agenda Date: 9/16/2025

Agenda #: 11.A.

AWARDING RESOLUTION ISSUED TO
CHRISTOPHER B. BURKE ENGINEERING, LTD.
FOR ON-CALL PROFESSIONAL ENGINEERING DESIGN SERVICES FOR VARIOUS COUNTY WATER
AND WASTEWATER DISTRIBUTION AND COLLECTION SYSTEMS
FOR PUBLIC WORKS
(CONTRACT TOTAL AMOUNT \$90,000)

WHEREAS, an agreement for professional services not subject to competitive bidding per 55 ILCS 5/5-1022(c) has been negotiated in accordance with 2-353(1)(b) of the DuPage County Purchasing Ordinance; and

WHEREAS, the Finance Committee recommends County Board approval for the issuance of the contract to be issued to Christopher B. Burke Engineering, LTD., for on-call professional engineering design services for various County water and wastewater distribution and collection systems, for the period of September 23, 2025 through November 30, 2028, for Public Works .

NOW, THEREFORE BE IT RESOLVED, that said contract is for on-call professional engineering design services for various County water and wastewater distribution and collection systems, for the period of September 23, 2025 through November 30, 2028 for Public Works, be, and it is hereby approved for the issuance of a contract by the Procurement Division to Christopher B. Burke Engineering, LTD., 9575 W. Higgins Road, Rosemont, Illinois, 60018, for a contract total amount of \$90,000.

Enacted and approved on this 23rd day of September, 2025 at Wheaton, Illinois.

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____

JEAN KACZMAREK, COUNTY CLERK



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

SECTION 1: DESCRIPTION

General Tracking		Contract Terms	
FILE ID#:	RFP, BID, QUOTE OR RENEWAL #:	INITIAL TERM WITH RENEWALS: OTHER	INITIAL TERM TOTAL COST: \$90,000.00
COMMITTEE: PUBLIC WORKS	TARGET COMMITTEE DATE: 09/16/2025	PROMPT FOR RENEWAL:	CONTRACT TOTAL COST WITH ALL RENEWALS: \$90,000.00
	CURRENT TERM TOTAL COST: \$90,000.00	MAX LENGTH WITH ALL RENEWALS: FOUR YEARS	CURRENT TERM PERIOD: INITIAL TERM
Vendor Information		Department Information	
VENDOR: Christopher B. Burke Engineering, LTD.	VENDOR #: 10234	DEPT: Public Works	DEPT CONTACT NAME: Sean Reese
VENDOR CONTACT: John Caruso	VENDOR CONTACT PHONE: 847-823-0500	DEPT CONTACT PHONE #: 630-985-7400	DEPT CONTACT EMAIL: sean.reese@dupagecounty.gov
VENDOR CONTACT EMAIL: jcaruso@cbbel.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.). Professional engineering services for various water and wastewater design projects across DuPage County from September 23, 2025 to November 30, 2028 for a contract total not to exceed \$90,000.			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished This contract will provide professional engineering services to DuPage County Public Works which will include, but not be limited to, review and design of various water and wastewater projects throughout the systems managed by DuPage County Public Works.			

SECTION 2: DECISION MEMO REQUIREMENTS

DECISION MEMO NOT REQUIRED	Select an item from the following dropdown menu to identify why a Decision Memo (Section 3) is not required.
DECISION MEMO REQUIRED	Select an item from the following dropdown menu to identify why a Decision Memo (Section 3) is required.
PROFESSIONAL SERVICES EXCLUDED PER DUPAGE ORDINANCE (SECTION 2-353) AND 50 ILCS 510/2 (ARCHITECTS, ENGINEERS & LAND SURVEYORS)	

SECTION 3: DECISION MEMO

SOURCE SELECTION	Describe method used to select source. A request for a statement of interest from qualified firms was posted. We received 5 SOI's. Based on the experience with the County water and wastewater systems and areas of expertise, staff recommends Christopher Burke Engineering for these on-call services.
RECOMMENDATION AND TWO ALTERNATIVES	Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request, including status quo, (i.e., take no action). 1) Contract with CBBEL for this professional engineering contract. This option is recommended. 2) Contract with an alternative engineering firm. Not recommended due to the expertise of CBBEL. 3) Do not have contract. Not recommended due to the needs within the water and wastewater distribution and collection systems.

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: Christopher B. Burke Engineering, LTD.	Vendor#: 10234	Dept: Public Works	Division: Public Works
Attn: John Caruso	Email: jcaruso@cbbel.com	Attn: Magda Leonida-Padilla	Email: pwaccountspayable@dupagecount y.gov
Address: 9575 W. Higgins Road	City: Rosemont	Address: 7900 S. Rt. 53	City: Woodridge
State: IL	Zip: 60018	State: IL	Zip: 60517
Phone: 847-823-0500	Fax:	Phone: 630-985-7400	Fax:
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Same as above	Vendor#:	Dept: Same as above	Division:
Attn:	Email:	Attn:	Email:
Address:	City:	Address:	City:
State:	Zip:	State:	Zip:
Phone:	Fax:	Phone:	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Sep 23, 2025	Contract End Date (PO25): Nov 30, 2028

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		Professional Engineering Services	FY25	2000	2555	53010		1,000.00	1,000.00
2	1	EA		Professional Engineering Services	FY26	2000	2555	53010		30,000.00	30,000.00
3	1	EA		Professional Engineering Services	FY27	2000	2555	53010		30,000.00	30,000.00
4	1	EA		Professional Engineering Services	FY28	2000	2555	53010		29,000.00	29,000.00
<i>FY is required, ensure the correct FY is selected.</i>										Requisition Total	\$ 90,000.00

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.

AGREEMENT BETWEEN THE COUNTY OF DUPAGE, ILLINOIS AND
CHRISTOPHER B. BURKE ENGINEERING, LTD. FOR PROFESSIONAL
ENGINEERING SERVICES FOR DUPAGE WATER AND WASTEWATER
TREATMENT ORDINANCE REVISIONS AND PERMIT REVIEW

THIS AGREEMENT is made this 23rd day of September, 2025, between COUNTY OF DUPAGE, a body politic and corporate, with offices at 421 North County Farm Road, Wheaton, Illinois 60187 (hereinafter referred to as the COUNTY) and Christopher B. Burke Engineering, Ltd., licensed to do business in the State of Illinois, with offices at 9575 W. Higgins Road, Suite 600. Rosemont, Illinois 60018 (hereinafter referred to as the CONSULTANT).

R E C I T A L S

WHEREAS, the Illinois General Assembly has granted the County of DuPage ("COUNTY") authority to operate and maintain sanitary sewer systems and potable water distribution systems (Illinois Compiled Statutes, Chapter 55, paragraphs 5/5-15001, et seq.); and

WHEREAS, the Illinois State Constitution and Illinois General Assembly have authorized counties, including the County of DuPage (COUNTY), authority to perform various public functions, and to provide essential governmental services, for the benefit of its residents, property owners and businesses; and

WHEREAS, the Illinois General Assembly has further granted the County of DuPage ("COUNTY") authority to operate and maintain flood control, stormwater management, and drainage systems (*inter alia*, Illinois Compiled Statutes, Chapter 55, paragraphs 5/5-1062.3 and 5/5-15001 *et seq.*); and

WHEREAS, the COUNTY'S Public Works department owns and operates the Woodridge, Knollwood, & Nordic wastewater treatment facilities; and the facilities require compliance with NPDES and IEPA regulations to treat wastewater; and

WHEREAS, the aforesaid systems periodically require design, bidding and construction of improvements in order to ensure the efficient and cost-effective operation and compliance thereof; and

WHEREAS, CHRISTPHER B. BURKE ENGINEERING, LTD. (hereinafter the CONSULTANT) has experience and expertise performing design, bidding and construction improvements, is in good standing and has not been barred from performing professional services and is willing to perform such services for the COUNTY for an amount not to exceed Ninety-Thousand Dollars (\$90,000).

WHEREAS, the COUNTY has selected the CONSULTANT in accordance with the Professional Services Selection Process found in Section 2-353 of the DuPage County Purchasing Procedures and Guidelines; and

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

1.0 INCORPORATION AND CONSTRUCTION.

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

2.0 SCOPE OF SERVICES.

- 2.1 Services are to be provided by the CONSULTANT according to the specifications in the scope of work, specified as Exhibit "A", attached hereto, which exhibit is hereby incorporated by reference. The CONSULTANT shall complete all of the services set forth in said exhibit for the compensation set forth in Paragraph 6.2, below, unless otherwise modified.
- 2.2 The COUNTY may, from time to time, request changes in the Scope of Services. Any such changes, including any increase or decrease in Consultant's compensation, shall be documented by an amendment to this AGREEMENT in accordance with Section 14.0 of this AGREEMENT, or by issuance of a new Work Order to cover the changes in the Scope provided that the increase does not increase the total compensation set forth in this AGREEMENT.
- 2.3 The relationship of CONSULTANT to COUNTY is that of independent contractor, and nothing in this AGREEMENT is intended nor shall be construed to create an agency, employment, joint venture relationship, or

any other relationship allowing COUNTY to exercise control or direction over the manner or method by which CONSULTANT or its subcontractors provide services hereunder. Neither the CONSULTANT nor the CONSULTANT'S employees shall be entitled to receive any COUNTY benefits. The CONSULTANT shall be solely responsible for the payment of all taxes and withholdings required by law which may become due with regard to any compensation paid by the COUNTY to the CONSULTANT.

- 2.4 Neither the CONSULTANT, nor the CONSULTANT'S employees, shall be retained as expert witnesses by the COUNTY except as by separate agreement.
- 2.5 Services deemed to be a professional service under this AGREEMENT shall be performed and/or supervised by individuals licensed to practice by the State of Illinois in the applicable professional discipline.

3.0 NOTICE TO PROCEED.

- 3.1 Authorization to proceed with tasks described in Exhibit "A" shall be given on behalf of the COUNTY by the Superintendent of the Public Works Department, (hereinafter referred to as the "SUPERINTENDENT") in the form of a written notice to proceed following execution of the AGREEMENT by the County Board Chair.
- 3.2 In addition to the Notice to Proceed, the SUPERINTENDENT or his/her designee, may, on behalf of the COUNTY, approve, deny, receive, accept or reject any submission, notices or invoices from or by CONSULTANT, as provided for in this AGREEMENT, including, but not limited to, acts performed in accordance with Paragraphs 4.1, 5.2, 6.4, 7.1, 8.2, 8.3., 15.3 and 21.2.
- 3.3 The CONSULTANT shall not perform additional work related to a submittal until the COUNTY has completed its review of the submittal, unless otherwise directed in writing by the SUPERINTENDENT or his designee. The CONSULTANT may continue to work on items unrelated to the submittal under review by the COUNTY.

4.0 TECHNICAL SUBCONSULTANTS.

- 4.1 The prior written approval of the COUNTY shall be required before CONSULTANT hires any subconsultant(s) to complete COUNTY- ordered technical or professional tasks or work.
- 4.2 The CONSULTANT shall supervise any subconsultant(s) hired by the CONSULTANT and the CONSULTANT shall be solely responsible for any and all work performed by said subconsultant, or subconsultants, in the

same manner and with the same liability as if performed by the CONSULTANT.

- 4.3 The CONSULTANT shall require any subconsultant hired for the performance of any work or activity in connection to this AGREEMENT to agree and covenant that he/she/they/it (the subconsultant) also meets the terms of Sections 8.0 and 13.0 of this AGREEMENT and shall fully comply therewith while engaged by CONSULTANT in County-related work.

5.0 TIME FOR PERFORMANCE

- 5.1 The CONSULTANT shall commence work within five (5) working days after the COUNTY issues its Written Notice to Proceed. The COUNTY is not liable and will not pay the CONSULTANT for any work performed before the date of the Notice to Proceed.
- 5.2 Unless otherwise defined in the Scope of Services, the CONSULTANT shall submit a schedule for completion of the project within ten (10) days of the written Notice to Proceed. The schedule is subject to approval by the COUNTY. All of the services required hereunder shall be completed by November 30, 2028 unless the term of this AGREEMENT is extended.
- 5.3 If the CONSULTANT is delayed at any time in the progress of the work by any act or neglect of the COUNTY or by any employee of COUNTY or by changes ordered by the COUNTY, or any other causes beyond the CONSULTANT'S control then the sole remedy and allowance made shall be an extension of time for completion. Such extension shall be that which is determined reasonable by the COUNTY upon consultation with CONSULTANT. The CONSULTANT shall accept and bear all other costs, expenses and liabilities that may result from such delay.

6.0 COMPENSATION.

- 6.1 The COUNTY shall pay the CONSULTANT for services rendered and shall only pay in accordance with the provisions of this AGREEMENT. The COUNTY shall not be obligated to pay for any services not in compliance with this AGREEMENT.
- 6.2 Total payments to the CONSULTANT under the terms of this AGREEMENT shall not under any circumstances exceed Ninety-Thousand Dollars (\$90,000). This amount is a “not to exceed” amount. In the event the COUNTY directs CONSULTANT to do work which would cause the stated amount to be exceeded, the CONSULTANT shall not be responsible for such work until this AGREEMENT is modified pursuant to Article 14.0.
- 6.3 For work performed, the COUNTY will pay on a basis at a 2.8 direct labor multiplier applied to the actual hourly rates of CONSULTANT’S staff. The

multiplier shall include the CONSULTANT'S cost of overhead, profit and incidental costs. A chart listing the hourly rates, including multiplier, for CONSULTANT'S staff, and approved subconsultant's staff, identified by position or assignment, is attached and incorporated hereto as Exhibit "C." The CONSULTANT may request adjustments to the hourly rate ranges and additions or deletions to the position classifications to/from Exhibit C which will be subject to approval by the COUNTY provided the adjustment(s) do not exceed the total compensation as stated herein and subject to the terms in 6.3(b) below. The COUNTY retains the authority to limit the maximum rate per classification on Exhibit C. It is the sole responsibility of the CONSULTANT to provide the COUNTY with a current Exhibit C (including Exhibit C for approved sub-consultant(s)) when invoices are submitted for the PROJECT.

6.3.a If overtime/weekend/holiday (o/w/h) rates are expressly allowed under the AGREEMENT, but such rates are not otherwise specified, the o/w/h rate for each category shall be no more than one hundred fifty percent (150%) of the stated normal rate for that category. The o/w/h rate, when allowed, shall only be permitted if any CONSULTANT personnel have worked more than 40 hours in a given week (Sunday-Saturday) on the PROJECT or Work Order(s).

6.3.b If this AGREEMENT or a modification thereto authorizes the CONSULTANT to alter its fees, such fee changes shall be subject to the following unless otherwise provided in the AGREEMENT: (i) The CONSULTANT may only change the fees stated in Exhibit C once per calendar year; (ii) fees may not be changed prior to one hundred twenty (120) days from the date of execution of this AGREEMENT or from the date of any previous fee change; and (iii) the CONSULTANT shall provide the COUNTY with forty-five (45) days' notice of any proposed fee change. The CONSULTANT shall not invoice the COUNTY at an increased fee without compliance to the notice requirements listed above.

6.4 Direct expenses are costs for supplies and materials to be paid for by the COUNTY for completion of all work defined in Exhibit "A". For direct expenses, including supplies, materials, postage/shipping, and other costs directly related to the specific reports and presentations as required by the COUNTY, the COUNTY shall pay on an actual cost basis without any markup added.

6.4.a For all direct expenses more than \$25.00, the CONSULTANT shall include copies of receipts from suppliers for expendable materials with its invoice to the COUNTY.

6.4.b CONSULTANT shall only include direct expenses as outlined in Exhibit "C".

- 6.5 The CONSULTANT shall submit its invoices, for services rendered and allowable expenses, to the COUNTY on a not more often than monthly basis, and no later than sixty (60) days following completion of the work being invoiced. The COUNTY shall not be required to pay the CONSULTANT more often than monthly. Separate invoices shall be submitted for each approved Work Order and each invoice shall also include a progress report that describes work completed for the invoice period, anticipated work for the next invoice period, outstanding issues or items that require a response, whether the work is progressing according to the approved schedule, and a discussion of the budget status. The CONSULTANT shall be required to submit a monthly progress report to the COUNTY even if a monthly invoice is not submitted to the COUNTY. The CONSULTANT shall provide the COUNTY with a valid taxpayer identification number prior to making any request for compensation. The COUNTY reserves the right to charge for additional processing of invoices received more than sixty (60) days following the date of the work invoiced. Payment will not be made for services completed or expenses incurred more than six-months (180 days) prior to submission of any invoice and any statute of limitations to the contrary is hereby waived. When requested by the COUNTY, the CONSULTANT shall submit certified time sheets as additional documentation for the invoiced services.
- 6.6 Upon receipt, review and approval of properly documented invoices, the COUNTY shall reimburse the CONSULTANT the amount invoiced for services completed in accordance with this AGREEMENT, provided that the amount invoiced together with the amounts of previous partial payments do not exceed the total compensation specified in this AGREEMENT. The COUNTY may not deny a properly documented claim for compensation, in whole or in part, without cause. The COUNTY reserves the right to hold back a sum equal to not more than five percent (5%) of the total contract sum to ensure performance. The COUNTY shall pay all invoices pursuant to 50 ILCS 505, "Local Government Prompt Payment Act."
- 6.7 In the event of any overcharge by the CONSULTANT, the CONSULTANT shall refund the COUNTY within thirty (30) days of discovery of said overcharge by the CONSULTANT or notice to the CONSULTANT by the COUNTY. The COUNTY reserves the right to offset any overcharges against any amounts due and owing the CONSULTANT under this or any other AGREEMENT between the parties. The COUNTY shall be entitled to the statutory interest rate for judgments under Illinois law for any overcharges not timely refunded (or credited) in accord with this provision, which interest shall be in addition to any other remedies the COUNTY may have under the law or this AGREEMENT
- 6.8 Upon receipt, review and acceptance of all deliverables specified in Exhibit "B" of this AGREEMENT, final payment shall be made to the CONSULTANT.

- 6.9 Invoices containing charges for work subject to the Illinois Prevailing Wage Act (820 ILCS 130/) are required to be accompanied by the applicable Certified Transcript of Payroll form(s) for acceptance. If the scope of work for this AGREEMENT includes the use of job classifications covered by the prevailing rate of wages, the prevailing rate must be reflected in the cost estimate for this AGREEMENT. The rates have been ascertained and certified by the Illinois Department of Labor for the locality in which work is to be performed. If the Illinois Department of Labor revises the prevailing rates of wages to be paid, as listed in the specification of rates, the CONSULTANT may not pay less than the revised rates of wages. Current wage rate information shall be obtained by visiting the Illinois Department of Labor website at <http://www.state.il.us/agency/idol/> or calling (312) 793-2814. It is the responsibility of the CONSULTANT to review the rates applicable to the work in this AGREEMENT, at regular intervals, in order to insure the timely payment of current rates. Provision of this information to the CONSULTANT, by means of the Illinois Department of Labor website, satisfies the notification of revisions by the COUNTY to the CONSULTANT, pursuant to the Act, and the CONSULTANT agrees that no additional notice is required. The CONSULTANT shall notify each of its subconsultants of the revised rates of wages.

7.0 DELIVERABLES

- 7.1 The CONSULTANT shall provide the COUNTY on or before the expiration of this AGREEMENT, or promptly after notice of termination, or when the SUPERINTENDENT directs, the deliverables specified in Exhibit "B" of this AGREEMENT, attached hereto, which is hereby incorporated by reference.

8.0 CONSULTANT'S INSURANCE

- 8.1 The CONSULTANT shall maintain, at its sole expense, insurance coverage including:

- 8.1.a **Worker's Compensation Insurance** in the statutory amounts.
- 8.1.b **Employer's Liability Insurance** in an amount not less than one million dollars (\$1,000,000.00) each accident/injury and five hundred thousand dollars (\$500,000.00) each employee/disease.
- 8.1.c **Commercial (Comprehensive) General Liability Insurance**, (including contractual liability) with a limit of not less than three million dollars (\$3,000,000) total; including limits of not less than two million dollars (\$2,000,000) per occurrence, and one million dollars (\$1,000,000) excess liability in the annual aggregate injury/property damage combined single limit. **An Endorsement must also be provided naming the County of DuPage c/o Public Works Department, 421 N. County Farm Rd., Wheaton, IL 60187, as an additional insured. This additional insured is to be on a primary and noncontributory basis.**
- 8.1.d **Commercial (Comprehensive) Automobile Liability Insurance** with minimum limits of at least one million dollars (\$1,000,000) for any one person and one million dollars (\$1,000,000) for any one occurrence of death, bodily injury or property damage in the aggregate annually. **An Endorsement must also be provided naming the County of DuPage c/o Public Works Department, 421 N. County Farm Rd., Wheaton, IL 60187, as an additional insured. This additional insured is to be on a primary and noncontributory basis.**
- 8.1.e **Professional Liability Insurance (Errors and Omissions)** shall be provided with minimum limits of at least one million dollars (\$1,000,000) per incident/three million dollars (\$3,000,000) aggregate during the term of this AGREEMENT. In addition, coverage shall be provided in the minimum amount of one million dollars (\$1,000,000) and shall be maintained in the form of an additional endorsement for a period of four (4) years after the date of the final payment for this AGREEMENT. The CONSULTANT shall provide the COUNTY endorsements at the beginning of each year evidencing same.

- 8.2 It shall be the duty of the CONSULTANT to provide to the COUNTY, copies of the CONSULTANT'S Certificates of Insurance, as well as all applicable coverage and cancellation endorsements, before issuance of a Notice to Proceed. It is the further duty of the CONSULTANT to immediately notify the COUNTY if any insurance required under this AGREEMENT has been cancelled, materially changed, or renewal has been refused, and the CONSULTANT shall immediately suspend all work in progress and take the necessary steps to purchase, maintain and provide the required insurance coverage. If a suspension of work should occur due to insurance requirements, upon verification by the COUNTY of the CONSULTANT curing any breach of its required insurance coverage, the COUNTY shall notify the CONSULTANT that the CONSULTANT can resume work under this AGREEMENT. The CONSULTANT shall accept and bear all costs that may result from the cancellation of this AGREEMENT due to CONSULTANT'S failure to provide and maintain the required insurance.
- 8.3 The coverage limits required under subparagraphs 8.1.c and 8.1.d above may be satisfied through a combination of primary and excess coverage. The insurance required to be purchased and maintained by the CONSULTANT shall be provided by an insurance company acceptable to the COUNTY, and except for the insurance required in subparagraph 8.1.e licensed to do business in the State of Illinois; and shall include at least the specific coverage and be written for not less than the limits of the liability specified herein or required by law or regulation whichever is greater; and shall be so endorsed that the coverage afforded will not be canceled or materially changed until at least sixty (60) days prior written notice has been given to the COUNTY except for cancellation due to non-payment of premium for which at least fifteen (15) days prior written notice (five days allowed for mailing time) has been given to the COUNTY. If the CONSULTANT is satisfying insurance required through a combination of primary and excess coverage, the CONSULTANT shall require that said excess/umbrella liability policy include in the "Who is Insured" pages of the excess/umbrella policy wording such as "Any other person or organization you have agreed in a written contract to provide additional insurance" or wording to that affect. The CONSULTANT shall provide a copy of said section of the excess/umbrella liability policy upon request by the COUNTY.

- 8.4 The insurance required to be purchased and maintained by the CONSULTANT shall be provided by an insurance company acceptable to the COUNTY, and except for the insurance required in subparagraph 8.1.e, CONSULTANT'S insurance providers shall be licensed to do business in the State of Illinois; and shall include at least the specific coverage and be written for not less than the limits of the liability specified herein or required by law or regulation whichever is greater; and shall be so endorsed that the coverage afforded will not be canceled or materially changed until at least sixty (60) days prior written notice has been given to the COUNTY except for cancellation due to non-payment of premium for which at least fifteen (15) days prior written notice (five days allowed for mailing time) has been given to the COUNTY.
- 8.5 CONSULTANT'S insurance required by Paragraphs 8.1.c and 8.1.d, above, shall name the COUNTY, its officers and employees as additional insured parties. The Certificate of Insurance and endorsements shall state: "The County of DuPage, its officers and employees are named as additional insureds as defined in the Commercial (Comprehensive) General Liability Insurance policy with respect to claims arising from CONSULTANT'S performance under this AGREEMENT."
- 8.6 The CONSULTANT shall require all approved subconsultants, anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable under this AGREEMENT to maintain the exact same insurance coverage types, and in the same amounts, as required of the CONSULTANT at all times during which such subconsultants, or other persons, are engaged in PROJECT-related work. The CONSULTANT shall hold, and the COUNTY shall retain the right to obtain at any time, documentation of sub-consultants' insurance coverage.

9.0 INDEMNIFICATION.

- 9.1 The CONSULTANT shall indemnify and hold harmless the COUNTY, its officials, officers, and employees from and against all liability, claims, suits, demands, proceedings and actions, including reasonable costs, fees and expense of defense recoverable under applicable law caused by the CONSULTANT'S negligent or willful misconduct, errors or omissions in its performance under this AGREEMENT.
- 9.2 Nothing contained herein shall be construed as prohibiting the COUNTY, its officials, directors, officers, agents and employees, from defending through the selection and use of their own agents, attorneys and experts, any

claims, suits, demands, proceedings and actions brought against them. Pursuant to Illinois law, the attorney representing the COUNTY, under this paragraph or paragraph 9.1, is the State's Attorney, in accord with the applicable law. The COUNTY'S participation in its defense shall not remove CONSULTANT'S duty to indemnify and hold the COUNTY harmless, as set forth above.

- 9.3 Any indemnity as provided in this AGREEMENT shall not be limited by reason of the enumeration of any insurance coverage herein provided. CONSULTANT'S indemnification of COUNTY shall survive the termination, or expiration, of this AGREEMENT.
- 9.4 The COUNTY does not waive, by these indemnity requirements, any defenses or protections under the Local Government and Governmental Employees Tort Liability Act (745 ILCS 10/1 et seq.) or otherwise available to it, or the CONSULTANT, under the law.

10.0 SATISFACTORY PERFORMANCE

- 10.1 The COUNTY is engaging this CONSULTANT because the CONSULTANT professes to the COUNTY that it will employ the standard of care within its profession in the performance of the services herein contracted. Accordingly, the CONSULTANT'S, and subconsultant(s), standard of performance under the terms of this AGREEMENT shall be that which is to the satisfaction of the COUNTY and meets the quality and standards commonly provided by similar professional firms practicing in DuPage County.
- 10.2 The CONSULTANT'S services shall be performed in a manner consistent with the customary skill and care of its profession.
- 10.3 If any errors, omissions, or acts, intentional or negligent, are made by the CONSULTANT, or its' subconsultant(s), in any phase of the work, the correction of which requires additional field or office work, the CONSULTANT shall be required to perform such additional work as may be necessary to remedy same without undue delay and without charge to the COUNTY. In the event any errors or omissions are detected after the AGREEMENT'S expiration or termination, the CONSULTANT shall have no right to cure under this provision.

- 10.4 Acceptance of the work shall not relieve the CONSULTANT of the responsibility for the quality of its work, nor its liability for loss or damage resulting from any errors, omissions, or negligent or willful misconduct by the CONSULTANT or its subconsultants.

11.0 BREACH OF CONTRACT

- 11.0 In the event of any breach of this AGREEMENT, the non-breaching party shall give notice to the breaching party stating with particularity the nature of the alleged breach, and the breaching party shall be allowed a reasonable opportunity to cure said breach. Either party's failure to timely cure any breach of this AGREEMENT shall relieve the other party of the requirement to give thirty (30) days' notice for termination of this AGREEMENT in accordance with Paragraph 16.1, below, and in such a case, ten (10) days' written notice to the breaching party is sufficient notice. Notwithstanding the above term, the CONSULTANT'S failure to maintain insurance in accordance with Section 8.0, above, or in the event of any of the contingencies described in Paragraph 16.1 below, shall be grounds for the COUNTY'S immediate termination of this AGREEMENT. Any breach of any covenant or term of this AGREEMENT by one or more of the CONSULTANT'S sub-consultants shall be deemed a breach by CONSULTANT subject to the terms of this AGREEMENT.

12.0 OWNERSHIP OF DOCUMENTS.

- 12.1 The CONSULTANT agrees that all survey data, reports, drafting, studies, specifications, estimates, maps, computations and all other deliverables prepared for the COUNTY under the terms of this AGREEMENT shall be properly arranged, indexed and delivered to the COUNTY as provided in paragraph 7.1., and shall include one (1) electronic copy of all documents in a format to be designated by the COUNTY'S representative.
- 12.2 The documents and materials made or maintained under this AGREEMENT shall be and will remain the property of the COUNTY which shall have the right to use same without restriction or limitation and without compensation to the CONSULTANT other than as provided in this AGREEMENT. The CONSULTANT waives any copyright interest in said deliverables.
- 12.3 The COUNTY acknowledges that the use of information that becomes the property of the COUNTY pursuant to Paragraph 12.2, for purposes other than those contemplated in this AGREEMENT, shall be at the COUNTY'S sole risk.
- 12.4 The CONSULTANT may, at its sole expense, reproduce and maintain copies of deliverables provided to COUNTY

13.0 COMPLIANCE WITH THE LAW AND OTHER AUTHORITY.

- 13.1 The CONSULTANT, and subconsultant(s), shall comply with Federal, State and Local statutes, ordinances and regulations and obtain permits, licenses, or other mandated approvals, whenever applicable.
- 13.2 The CONSULTANT, and subconsultant(s), shall not discriminate against any worker, job applicant, employee or any member of the public, because of race, creed, color, sex, sexual orientation, age, handicap, or national origin, or otherwise commit an unfair employment practice. CONSULTANT, and subconsultant(s), shall comply with the provisions of the Illinois Human Rights Act, as amended, 775 ILCS 5/-101, et seq., and with all rules and regulations established by the Department of Human Rights.
- 13.3 The CONSULTANT, by its signature on this AGREEMENT, certifies that it has not been barred from being awarded a contract or subcontract under the Illinois Procurement Code, 30 ILCS 500/1-1, et seq.; and further certifies that it has not been barred from contracting with a unit of State or local government as a result of a violation of Section 33E-3 or 33E-4 of the Illinois Criminal Code (Illinois Compiled Statutes, Chapter 720, paragraph 5/33E-3).
- 13.4 The CONSULTANT, by its signature on this AGREEMENT, certifies that no payment, gratuity or offer of employment, except as permitted by the Illinois State Gift Ban Act and the County of DuPage Ethics Ordinance, was made by or to the CONSULTANT, or CONSULTANT'S personnel, in relation to this AGREEMENT. The CONSULTANT has also executed the attached Ethics Disclosure Statement that is made a part hereof and agrees to update contribution information on an ongoing basis during the life of the AGREEMENT as required by said Ordinance.
- 13.5 The CONSULTANT covenants that it has no conflicting public or private interest and shall not acquire directly or indirectly any such interest which would conflict in any manner with the performance of CONSULTANT'S services under this AGREEMENT.
- 13.6 **In accordance with the Vendor Information Reporting Act (35 ILCS 200/18-50.2), the COUNTY is required to collect and electronically publish data from all consultants and subconsultants as to: (1) whether they are a minority-owned, women-owned or veteran-owned business as defined by the Business Enterprise for Minorities, Women and Persons with Disabilities Act (30 ILCS 575/.01 et seq.); and (2) whether the consultant or any subconsultants are self-certifying or whether they hold certifications for those above-referenced categories. If self-certifying, the consultants and subconsultants shall disclose whether they qualify as a small business under federal Small Business Administration standards. In compliance with the Vendor Information Reporting Act, within 60 calendar days of the**

COUNTY'S award of the contract for work covered under this AGREEMENT, the awarded consultant, and each subconsultant, must complete the Awarded Vendor Questionnaire (found at <https://mwv.dupageco.org/>).

- 13.7 The CONSULTANT acknowledges knowledge of the COUNTY'S Procurement Ordinance, which is hereby incorporated in this AGREEMENT, and has had an opportunity to review it. The CONSULTANT agrees to submit changes for Scope of Work or compensation in accordance with said Ordinance.

14.0 MODIFICATION OR AMENDMENT.

- 14.1 The parties may modify or amend terms of this AGREEMENT only by a written document duly approved and executed by both parties.
- 14.2 The CONSULTANT agrees to submit changes for scope of work or compensation in accordance with said Ordinance.

15.0 TERM OF THIS AGREEMENT.

- 15.0 The term of this AGREEMENT shall begin on the date the AGREEMENT is fully executed, and shall continue in full force and effect until the earlier of the following occurs:
- (a) The termination of this AGREEMENT in accordance with the terms of Section 16.0, or
 - (b) November 30, 2028, or to a new date agreed upon by the parties.
 - (c) The completion by the CONSULTANT and COUNTY of their respective obligations under this AGREEMENT, in the event such completion occurs before November 30, 2028.
- 15.2 The CONSULTANT shall not perform any work under this AGREEMENT after the expiration date set forth in Paragraph 15.1(b), above. The COUNTY is not liable and will not pay the CONSULTANT for any work performed after the AGREEMENT'S expiration or termination. However, nothing herein shall be construed so as to relieve the COUNTY of its obligation to pay the CONSULTANT for works satisfactorily performed prior to termination, or expiration, and delivered in accord with Paragraph 7.1, above.
- 15.3 The term for performing this AGREEMENT may be amended by a change order, or other COUNTY designated form, signed by both parties without formal amendment pursuant to Paragraph 14.1, above.

16.0 TERMINATION

- 16.1 Except as otherwise set forth in this AGREEMENT, either party shall have the right to terminate this AGREEMENT for any cause or without cause thirty (30) days after having served written notice upon the other party, except in the event of CONSULTANT'S failure to maintain suitable insurance at the requisite coverage amounts, insolvency, bankruptcy or receivership, in which case termination shall be effective immediately upon receipt of notice.
- 16.2 Upon such termination, the liabilities of the parties to this AGREEMENT shall cease, but they shall not be relieved of the duty to perform their obligations up to the date of termination, or to pay for services rendered prior to termination. There shall be no termination expenses.
- 16.3 Upon termination of this AGREEMENT, all data, work products, reports and documents produced, because of this AGREEMENT shall become the property of the COUNTY. Further, CONSULTANT shall provide all deliverables within fourteen (14) days of termination in accordance with the other provisions of this AGREEMENT.

17.0 ENTIRE AGREEMENT.

- 17.1 This AGREEMENT, including matters incorporated herein, contains the entire agreement between the parties.
- 17.2 There are no other covenants, warranties, representations, promises, conditions or understandings; either oral or written, other than those contained herein.
- 17.3 This AGREEMENT may be executed in one or more counterparts, each of which shall for all purposes be deemed to be an original and all of which shall constitute the same instrument.
- 17.4 In event of a conflict between the terms or conditions or this AGREEMENT and any term or condition found in any exhibit or attachment, the terms and conditions of this AGREEMENT shall prevail.

18.0 ASSIGNMENT.

- 18.1 Either party may assign this AGREEMENT provided, however, the other party shall first approve such assignment, in writing.

19.0 SEVERABILITY.

- 19.1 In the event, any provision of this AGREEMENT is held to be unenforceable or invalid for any reason, the enforceability thereof shall not

affect the remainder of the AGREEMENT. The remainder of this AGREEMENT shall be construed as if not containing the particular provision and shall continue in full force, effect, and enforceability, in accordance with its terms.

- 19.2 In the event of the contingency described in Paragraph 19.1, above, the parties shall make a good faith effort to amend this AGREEMENT pursuant to Paragraph 14.1, above, in order to remedy and, or, replace any provision declared unenforceable or invalid.

20.0 GOVERNING LAW.

- 20.1 The laws of the State of Illinois shall govern this AGREEMENT as to both interpretation and performance.
- 20.2 The venue for resolving any disputes concerning the parties' respective performance, or failure to perform, under this AGREEMENT, shall be the judicial circuit court for DuPage County.

21.0 NOTICES.

- 21.1 Any required notice shall be sent to the following addresses and parties:

Christopher B. Burke Engineering
9575 W Higgins Road, Suite 600
Rosemont, IL 60018
ATTN: John P. Caruso, PE Vice President

DuPage County Department of Public Works
421 N. County Farm Road
Wheaton, Illinois 60187
ATTN: Nicholas W. Kottmeyer, Superintendent

- 21.2 All notices required to be given under the terms of this AGREEMENT shall be in writing and either (a) served personally during regular business hours; (8:00a.m.-4:30 p.m. CST or CDT Monday –Friday); (b) served by facsimile transmission during regular business hours (8:00a.m.-4:30 p.m. CST or CDT Monday–Friday); or (c) served by certified or registered mail, return receipt requested, properly addressed with postage prepaid. Notices served personally or by facsimile transmission shall be effective upon receipt, and notices served by mail shall be effective upon receipt as verified by the United States Postal Service. Each party may designate a new location for service of notices by serving notice thereof in accordance with the

requirements of this Paragraph, and without compliance to the amendment procedures set forth in Paragraph 14.1, above.

22.0 WAIVER OF/FAILURE TO ENFORCE BREACH.

- 22.1 The parties agree that the waiver of, or failure to enforce, any breach of this AGREEMENT by the remaining party shall not be construed, or otherwise operate, as a waiver of any future breach of this AGREEMENT. Further the failure to enforce any particular breach shall not bar or prevent the remaining party from enforcing this AGREEMENT with respect to a different breach.

23.0 FORCE MAJEURE.

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

24.0 QUALIFICATIONS

- 24.1 The CONSULTANT shall employ only persons duly licensed or registered in the appropriate category in responsible charge of all elements of the work covered under this AGREEMENT, for which Illinois Statutes require license or registration, and further shall employ only well qualified persons in responsible charge of any elements of the work covered under this AGREEMENT, all subject to COUNTY approval.
- 24.2 RESERVED.
- 24.3 Failure by the CONSULTANT to properly staff the PROJECT with qualified personnel shall be sufficient cause for the COUNTY to deny payment for services performed by unqualified personnel and will serve as a basis for cancellation of this AGREEMENT.
- 24.4 The CONSULTANT shall require any sub-consultant(s) and contractor(s) utilized for the PROJECT to employ qualified persons to the same extent such qualifications are required of the CONSULTANT'S personnel. The COUNTY shall have the same rights under Paragraph 24.3, above, with respect to the CONSULTANT'S sub-consultant(s) and contractor(s) being properly staffed while engaged in the PROJECT.

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

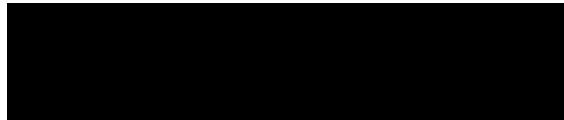
County of DuPage

Christopher Burke
Engineering, Ltd.



Debra A. Conroy, Chair
DuPage County Board

John P Caruso P.E.
Vice President



Jean Kaczmarek
DuPage County Clerk

Attest Sherry Sporina
Title Vice President

EXHIBIT A

Scope of Services:

CBBEL will be responsible to perform, but not limited to, the following tasks:

- System Data collection and analysis
- Coordination of system testing (flow monitors, smoke testing, televising, leak detection, etc)
- Capacity studies & Sewer System Evaluation Survey (SSES)
- Sewer and water system modeling
- Plan preparation, specifications, and preparation of cost estimates
- Other design issues as encountered
- IEPA Permitting/review

EXHIBIT B

Deliverables:

- Reports
- Flow monitors, smoke testing, televising, leak detection, etc. reports
- SSES reports
- Sewer and water system modeling data
- Plan preparation, specifications, and preparation of cost estimates

EXHIBIT C

DUPAGE COUNTY DIVISION OF TRANSPORTATION Consultant Employee Rate Listing

CONSULTANT: Christopher B. Burke Engineering, Ltd.
PROJECT: On-call Water and Wastewater Design Services

Classification	Rate Range*		Reason for Adjustment/Addition/Deletion
	Minimum	Maximum	
Engineer VI	\$75.00	\$115.00	
Engineer V	\$59.00	\$99.00	
Engineer IV	\$46.00	\$76.00	
Engineer III	\$38.00	\$65.00	
Engineer I/II	\$34.00	\$49.00	
Survey V	\$88.00	\$102.00	
Survey IV	\$80.00	\$92.00	
Survey III	\$67.00	\$82.00	
Survey II	\$55.00	\$66.00	
Survey I	\$35.00	\$50.00	
Engineering Technician V	\$67.00	\$89.00	
Engineering Technician IV	\$35.00	\$77.00	
Engineering Technician III	\$41.00	\$48.00	
Engineering Technician I/II	\$33.00	\$42.00	
CAD Manager	\$73.00	\$87.00	
CAD Technician II	\$53.00	\$65.00	
CAD Technician I	\$29.00	\$34.00	
GIS Specialist III	\$61.00	\$71.00	
Landscape Architect II	\$69.00	\$80.00	
Landscape Designer III	\$40.00	\$58.00	
Landscape Designer I/II	\$32.00	\$37.00	
Environmental Resource Specialist V	\$63.00	\$99.00	
Environmental Resource Specialist IV	\$64.00	\$75.00	
Environmental Resource Specialist III	\$35.00	\$64.00	
Environmental Resource Spec I/II	\$30.00	\$38.00	
Environmental Resource Technician	\$47.00	\$54.00	
Engineering Intern	\$15.00	\$25.00	
Bus Ops Dept/Administrative	\$60.00	\$71.00	

*Invoices will be based on the employees' actual payroll rate times the 2.8 direct labor multiplier.

Signature of Authorized Agent
for CONSULTANT:

Signature

Sherry Sporina, Director of Marketing

Print Name

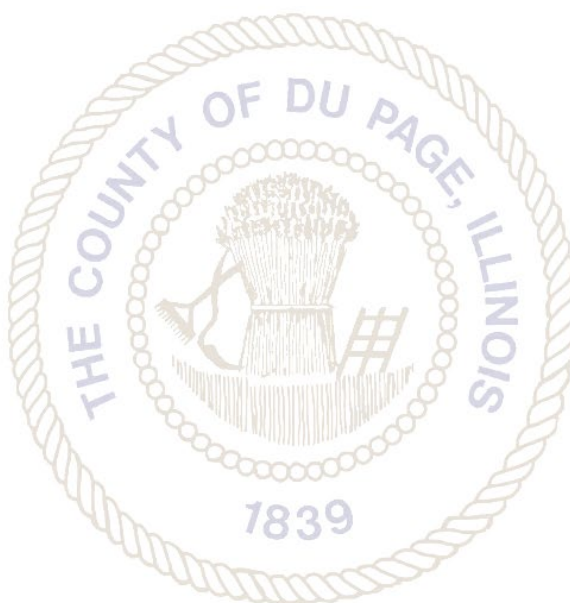
Date: 8/28/2025

Approved By COUNTY:

Date:

Exhibit C Notes

1. The Classification represents a position within the CONSULTANT'S operation that is filled by one or more personnel that have similar duties and responsibilities.
2. This Exhibit should include all classifications that *might be* involved with the project. This avoids your resubmittal and the need to go through the approval process again.
3. Minimum rate is the lowest rate being paid to personnel for a particular classification (rounded down to nearest \$ amount).
4. Maximum rate is the top rate being paid to personnel for a particular classification considering employee raises within contract period (minimum rate + 15% usually works, rounded up to nearest dollar amount).
5. Revisions to Exhibit C shall be limited to adjustments requested by the CONSULTANT to the hourly rate ranges and additions or deletions to position classifications approved by the COUNTY provided the adjustment(s) do not exceed the total compensation as stated in the AGREEMENT.





REQUIRED VENDOR ETHICS DISCLOSURE STATEMENT

Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	On-Call Water and Wastewater Design Services PSA for DuPage County Public Works
COMPANY NAME:	Christopher B. Burke Engineering, Ltd.
CONTACT PERSON:	John Caruso
CONTACT EMAIL:	jcaruso@cbbel.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
Deborah Conroy	Christopher B. Burke Engineering, LTD.	Check	\$2500	5/16/25
Jim Zay	Christopher B. Burke Engineering, LTD.	Check	\$2500	1/8/25
Sam Tornatore	Christopher B. Burke Engineering, LTD.	Check	\$500	8/15/25



Required Vendor Ethics Disclosure Statement (continued)

Recipient	Donor	Description (e.g., cash, type of item, in-kind service, etc.)	Amount/Value	Date Made
Deborah Conroy	Christopher B. Burke Engineering, Ltd.	Check	\$2,500.00	06/07/24
Jim Zay	Christopher B. Burke Engineering, Ltd.	Check	\$2,500.00	01/17/24
Cindy Cronin Cahill	Christopher B. Burke Engineering, Ltd.	Check	\$250.00	05/02/24
Lucy Chang Evans	Christopher B. Burke Engineering, Ltd.	Check	\$250.00	04/08/24

Signature

8/27/25

Date

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/

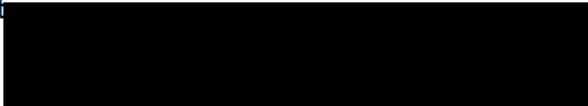
The full text of the County's Procurement Ordinance is available at:

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

Printed Name: Michael E. Kerr

Signature: 

Title: President

Date: 8/27/25



Public Works Requisition \$30,000 and Over

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

File #: PW-P-0029-25

Agenda Date: 9/16/2025

Agenda #: 11.B.

AWARDING RESOLUTION ISSUED TO
STRAND ASSOCIATES, INC.
FOR CONSTRUCTION MANAGEMENT AND ENGINEERING OF VARIOUS CAPITAL PROJECTS
FOR PUBLIC WORKS
(CONTRACT TOTAL AMOUNT \$50,000)

WHEREAS, an agreement for professional services not subject to competitive bidding per 55 ILCS 5/5-1022(c) has been negotiated in accordance with 2-353(1)(b) of the DuPage County Purchasing Ordinance; and

WHEREAS, the Public Works Committee recommends County Board approval for the issuance of the contract to be issued to Strand Associates, Inc., for construction management and engineering for various capital projects, for the period of September 23, 2025 through August 31, 2026, for Public Works .

NOW, THEREFORE BE IT RESOLVED, that said contract is for construction management and engineering for various capital projects, for the period of September 23, 2025 through August 31, 2026 for Public Works, be, and it is hereby approved for the issuance of a contract by the Procurement Division to Strand Associates, Inc., 910 W. Wingra Drive, Madison, Wisconsin, 53715, for a contract total amount of \$50,000.

Enacted and approved on this 23rd day of September, 2025 at Wheaton, Illinois.

DEBORAH A. CONROY, CHAIR
DU PAGE COUNTY BOARD

Attest: _____

JEAN KACZMAREK, COUNTY CLERK



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

SECTION 1: DESCRIPTION

General Tracking		Contract Terms	
FILE ID#:	RFP, BID, QUOTE OR RENEWAL #:	INITIAL TERM WITH RENEWALS: OTHER	INITIAL TERM TOTAL COST: \$50,000.00
COMMITTEE: PUBLIC WORKS	TARGET COMMITTEE DATE: 09/02/2025	PROMPT FOR RENEWAL:	CONTRACT TOTAL COST WITH ALL RENEWALS: \$50,000.00
	CURRENT TERM TOTAL COST: \$50,000.00	MAX LENGTH WITH ALL RENEWALS: TWO YEARS	CURRENT TERM PERIOD: INITIAL TERM
Vendor Information		Department Information	
VENDOR: Strand Associates, Inc.	VENDOR #: 19721	DEPT: Public Works	DEPT CONTACT NAME: Sean Reese
VENDOR CONTACT: Michael Ott	VENDOR CONTACT PHONE: 815-744-4200	DEPT CONTACT PHONE #: 630-985-7400	DEPT CONTACT EMAIL: sean.reese@dupagecounty.gov
VENDOR CONTACT EMAIL: michael.ott@strand.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.). Construction Management Services for various capital projects at DuPage County Public Works will be provided by Strand Associates, Inc. for a contract total not to exceed \$50,000.			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished DuPage County Public Works has a variety of capital intensive projects that require construction management services to review submittals, make edits as needed, and maintain project timelines with contractors and the County. The projects may include mechanical, electrical, and structural disciplines.			

SECTION 2: DECISION MEMO REQUIREMENTS

DECISION MEMO NOT REQUIRED	Select an item from the following dropdown menu to identify why a Decision Memo (Section 3) is not required.
DECISION MEMO REQUIRED	Select an item from the following dropdown menu to identify why a Decision Memo (Section 3) is required.
PROFESSIONAL SERVICES EXCLUDED PER DUPAGE ORDINANCE (SECTION 2-353) AND 50 ILCS 510/2 (ARCHITECTS, ENGINEERS & LAND SURVEYORS)	

SECTION 3: DECISION MEMO

STRATEGIC IMPACT	Select an item from the following dropdown menu of County's strategic priorities that this action will most impact. CUSTOMER SERVICE
SOURCE SELECTION	Describe method used to select source. A request for a statement of interest from qualified firms was posted. We received 5 SOI's and completed a consultant evaluation to rank the firms. After review it was determined that Strand Associates, Inc. was the top firm based on their experience with the services needed.
RECOMMENDATION AND TWO ALTERNATIVES	Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request, including status quo, (i.e., take no action). 1) Contract approval with Strand Associates, Inc. This is the recommended option. 2) Contract with an alternative firm. Not recommended due to staffs review and experience of Strand Associates, Inc. 3) Do not award a contract. Not recommended due to the need for construction management services for various capital intensive projects throughout the Public Works Department.

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: Strand Associates, Inc.	Vendor#: 19721	Dept: Public Works	Division: Public Works
Attn: Michael Ott	Email: michael.ott@strand.com	Attn: Sean Reese	Email: sean.reese@dupagecounty.gov
Address: 910 W. Wingra Drive	City: Madison	Address: 7900 S. Rt 53	City: Woodridge
State: WI	Zip: 53715	State: IL	Zip: 60517
Phone: 815-744-4200	Fax:	Phone: 630-985-7400	Fax:
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Same as Above	Vendor#: Same as Above	Dept: Same as Above	Division: Same as Above
Attn:	Email:	Attn:	Email:
Address:	City:	Address:	City:
State:	Zip:	State:	Zip:
Phone:	Fax:	Phone:	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Sep 23, 2025	Contract End Date (PO25): Aug 31, 2026
Contract Administrator (PO25): Drew Cormican			

Purchase Requisition Line Details											
LN	Qty	UOM	Item Detail (Product #)	Description	FY	Company	AU	Acct Code	Sub-Accts/ Activity Code	Unit Price	Extension
1	1	EA		Design and Bidding Documentation Services for WGV Boiler Project	FY25	2000	2555	54030		10,000.00	10,000.00
2	1	EA		Design and Bidding Documentation Services for WGV Boiler Project	FY26	2000	2555	54030		40,000.00	40,000.00
FY is required, assure the correct FY is selected.										Requisition Total	\$ 50,000.00

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

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

AGREEMENT BETWEEN THE COUNTY OF DUPAGE, ILLINOIS AND
STRAND ASSOCIATES, INC.® FOR PROFESSIONAL ENGINEERING SERVICES
FOR DUPAGE COUNTY OWNED WATER TREATMENT AND WASTEWATER
TREATMENT FACILITIES AND SYSTEMS

THIS AGREEMENT is made this 23rd day of September, 2025, between COUNTY OF DUPAGE, a body politic and corporate, with offices at 421 North County Farm Road, Wheaton, Illinois 60187(hereinafter referred to as the COUNTY) and STRAND ASSOCIATES, INC.® licensed to do business in the State of Illinois, with offices at 910 West Wingra Drive, Madison, Wisconsin 53715 (hereinafter referred to as the CONSULTANT). The COUNTY and CONSULTANT are hereinafter sometimes individually referred to as a “party” or together referred to as the “parties.”

R E C I T A L S

WHEREAS, the Illinois General Assembly has granted the County of DuPage (“COUNTY”) authority to operate and maintain sanitary sewer systems and potable water distribution systems (Illinois Compiled Statutes, Chapter 55, paragraphs 5/5-15001, et. seq.); and

WHEREAS, the Illinois State Constitution and Illinois General Assembly have authorized counties, including the County of DuPage (COUNTY), authority to perform various public functions, and to provide essential governmental services, for the benefit of its residents, property owners and businesses; and

WHEREAS, in accordance with the above referenced authority, the COUNTY maintains and operates wastewater treatment facilities and water distribution and wastewater collection systems; and

WHEREAS, the Public Works Department requires professional engineering services for the construction and post construction of various Public Works facilities and systems (hereinafter referred to as the “PROJECT”); and

WHEREAS, **STRAND ASSOCIATES, INC.®** (hereinafter the CONSULTANT) has experience and expertise performing project management and engineering and is willing to perform such services for the COUNTY for an amount not to exceed Fifty Thousand Dollars (\$50,000); and

WHEREAS, the CONSULTANT acknowledges that it is qualified to perform the project management and engineering services covered by this AGREEMENT and is in good standing and has not been barred from performing said professional services; and

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

1.0 INCORPORATION AND CONSTRUCTION.

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

2.0 SCOPE OF SERVICES.

- 2.1** Services are to be provided by the CONSULTANT according to the specifications in the Scope of Services, specified as Exhibit "A", attached hereto, which exhibit is hereby incorporated by reference. The CONSULTANT shall complete all of the services set forth in said exhibit for the compensation set forth in Paragraph 6.2, below, unless otherwise modified as provided herein. The CONSULTANT agrees to obtain all necessary permits requested by the COUNTY when required to do so.
- 2.2** The CONSULTANT shall prepare and distribute meeting minutes within seven (7) days following meetings between the COUNTY or other group and the CONSULTANT concerning the PROJECT.
- 2.3** The COUNTY may, from time to time, request changes in the Scope of Services. Any such changes, including any increase or decrease in CONSULTANT's compensation, shall be documented by an amendment to this AGREEMENT in accordance with Section 14.0 of this AGREEMENT.
- 2.4** The relationship of CONSULTANT to COUNTY is that of independent contractor, and nothing in this AGREEMENT is intended nor shall be construed to create an agency, employment, joint venture relationship, or any other relationship allowing COUNTY to exercise control or direction over the manner or method by which CONSULTANT or its subcontractors provide services hereunder. Neither the CONSULTANT nor the CONSULTANT'S employees shall be entitled to receive any COUNTY benefits. The CONSULTANT shall be solely responsible for the payment of all taxes and withholdings required by law which may become due with regard to any compensation paid by the COUNTY to the CONSULTANT.
- 2.5** Any services to be performed by professionals under this AGREEMENT shall be performed by individuals licensed to practice by the State of Illinois in the applicable professional discipline.
- 2.6** Neither the CONSULTANT, nor the CONSULTANT'S employees, shall be retained as expert witnesses by the COUNTY except as by separate agreement.

3.0 NOTICE TO PROCEED.

- 3.1** Authorization to proceed with tasks described in Exhibit "A" shall be given on

behalf of the COUNTY by the Superintendent of the Public Works Department, (hereinafter referred to as the "SUPERINTENDENT") in the form of a written notice to proceed following execution of the AGREEMENT by the County Board Chair.

- 3.2** In addition to the Notice to Proceed, the SUPERINTENDENT, or his/her designee, may, on behalf of the COUNTY, approve, deny, receive, accept or reject any submission, notices or invoices from or by CONSULTANT, as provided for in this AGREEMENT, including but limited to, acts performed in accordance with Paragraphs 3.3, 4.1, 5.2, 7.1, 6.3, 6.4, 8.2, 8.3, 15.3 and 21.2, as well as any requirements contained in Exhibits B and C attached hereto.
- 3.3** CONSULTANT shall not perform additional services related to a submittal made to the COUNTY until the COUNTY has completed its review of the submittal, unless otherwise directed by the SUPERINTENDENT or his designee. The CONSULTANT may continue its services on items unrelated to the submittal under review by the COUNTY.

4.0 TECHNICAL SUBCONSULTANTS.

- 4.1** The prior written approval of the COUNTY shall be required before CONSULTANT hires any subconsultant(s) to complete COUNTY-ordered technical or professional services within the Scope of Services. COUNTY approval of subconsultant(s) includes approval of any new and/or modified employee rates (Exhibit C) and/or fee schedules as referenced in Paragraph 6.3.
- 4.2** The CONSULTANT shall supervise any subconsultant(s) hired by the CONSULTANT and the CONSULTANT shall be solely responsible for any and all services performed by said subconsultant, or subconsultants, in the same manner and with the same liability as if performed by the CONSULTANT.
- 4.3** The CONSULTANT shall require any subconsultant hired for the performance of any services or activity in connection to this AGREEMENT to agree and covenant that he/she/they/it (the subconsultant) also meets the terms of Sections 8.0, 13.0, and 24.3 of this AGREEMENT and shall fully comply therewith while engaged by CONSULTANT in COUNTY-related services. The CONSULTANT shall further require every subconsultant hired for the performance of any services or activity in connection to the AGREEMENT to agree and covenant to indemnify, and hold harmless the COUNTY (and the COUNTY's officials, officers, employees, and agents) to the same extent the CONSULTANT is required to do so pursuant to Section 9.0 of this AGREEMENT.

5.0 TIME FOR PERFORMANCE

- 5.1** The CONSULTANT shall commence services within five (5) working days after the COUNTY issues its Written Notice to Proceed. The COUNTY is not liable and will not pay the CONSULTANT for any services performed before the date of the Notice to Proceed.

5.2 Unless otherwise defined in the Scope of Services, the CONSULTANT shall submit a schedule for completion of the PROJECT within ten (10) days of the written Notice to Proceed. The schedule is subject to approval by the COUNTY. All of the services required hereunder shall be completed by August 31, 2026, unless the term of this AGREEMENT is extended in conformity with Article 14 below.

5.3 If the CONSULTANT is delayed at any time in the progress of the services by any act or neglect of the COUNTY or by any employee of COUNTY or by changes ordered by the COUNTY, or any other causes beyond the CONSULTANT's control then the sole remedy and allowance made shall be an extension of time for completion. Such extension shall be that which is determined reasonable by the COUNTY upon consultation with CONSULTANT. The CONSULTANT shall accept and bear all other costs, expenses and liabilities that may result from such delay.

6.0 COMPENSATION.

6.1 The COUNTY shall pay the CONSULTANT for services rendered and shall only pay in accordance with the provisions of this AGREEMENT. The COUNTY shall not be obligated to pay for any services not in compliance with this AGREEMENT.

6.2 Total payments to the CONSULTANT under the terms of this AGREEMENT shall not under any circumstances exceed Fifty Thousand Dollars (\$50,000). This amount is a "not to exceed" amount. In the event the COUNTY directs CONSULTANT to do services which would cause the stated amount to be exceeded, the CONSULTANT shall not be responsible for such services until this AGREEMENT is modified pursuant to Article 14.0.

6.3 For services performed, the COUNTY will pay on a basis at a 2.99 direct labor multiplier applied to the actual hourly rates of CONSULTANT's staff. The multiplier shall include the CONSULTANT's cost of overhead, profit and incidental costs. A chart listing the hourly rates for CONSULTANT's staff, and approved subconsultant's staff, identified by position or assignment, is attached and incorporated hereto as Exhibit "C." The CONSULTANT may request adjustments to the hourly rate ranges and additions or deletions to the position classifications to/from Exhibit C which will be subject to approval by the COUNTY provided the adjustment(s) do not exceed the total compensation as stated herein and subject to the terms in 6.3(b) below. The COUNTY retains the authority to limit the maximum rate per classification on Exhibit C. It is the sole responsibility of the CONSULTANT to provide the COUNTY with a current Exhibit C (including Exhibit C for approved subconsultant(s)) when invoices are submitted for the PROJECT.

6.3.a If overtime/weekend/holiday (o/w/h) rates are expressly allowed under the AGREEMENT, but such rates are not otherwise specified, the o/w/h rate for each category shall be no more than one hundred fifty percent (150%) of the stated normal rate for that category. The o/w/h rate, when allowed, shall only be permitted if any CONSULTANT personnel have worked more than 40 hours in a given week (Monday-Friday) on the PROJECT or Work Order(s).

- 6.3.b If this AGREEMENT or a modification thereto authorizes the CONSULTANT to alter its rates, such rate changes shall be subject to the following unless otherwise provided in the AGREEMENT: (i) The CONSULTANT may only change the rates stated in Exhibit C once per calendar year; (ii) rates may not be changed prior to one hundred twenty (120) days from the date of execution of this AGREEMENT or from the date of any previous rate change; and (iii) the CONSULTANT shall provide the COUNTY with forty-five (45) days' notice of any proposed rate change. The CONSULTANT shall not invoice the COUNTY at an increased rate without compliance to the notice requirements listed above.
- 6.4 Direct expenses are costs for supplies and materials to be paid for by the COUNTY for completion of all services that is the subject of this AGREEMENT as referenced on the attached Direct Costs Check Sheet, made a part hereof and incorporated herein by reference. Approved Work Order(s) may include additional approved direct expenses not included herein. The COUNTY shall pay direct costs referenced on the Direct Costs Check Sheet without any markups added and the CONSULTANT shall include copies of receipts for all direct expenses more than \$25 from suppliers for expendable materials with its invoice to the COUNTY.
- 6.5 The CONSULTANT shall submit its invoices, for services rendered and allowable expenses, to the COUNTY on a not more often than monthly basis, and no later than sixty (60) days following completion of the services being invoiced. Each invoice shall summarize, as applicable, the tasks performed, the budgeted hours and money for the pay period per task, the actual hours and money spent during the pay period per task, personnel used per task, and the percentage complete for each task. The CONSULTANT shall provide the COUNTY with a valid taxpayer identification number prior to making any request for compensation.
- 6.6 Upon receipt, review and approval of properly documented invoices, the COUNTY shall pay, or cause to be paid, to the CONSULTANT the amounts invoiced, within the time provided by the Illinois Local Government Prompt Payment Act, 320 ILCS 540 et seq., provided that the amount invoiced together with the amounts of previous partial payments do not exceed the total compensation specified in this AGREEMENT. The COUNTY may not deny a properly documented claim for compensation, in whole or in part, without cause. The COUNTY reserves the right to hold back a sum equal to not more than five percent (5%) of the total contract sum to ensure performance. The COUNTY shall not be required to pay CONSULTANT more often than monthly.
- 6.7 Upon receipt, review and acceptance of all deliverables specified in Exhibit "B" of this AGREEMENT, final payment shall be made to the CONSULTANT within the time provided by the Illinois Local Government Prompt Payment Act, 320 ILCS 540 et seq.
- 6.8 The COUNTY reserves the right to charge for additional processing of invoices received more than sixty (60) days following the date of the services invoiced. Payment will not be made on invoices submitted later than six (6) months (180 days) after the expiration date of this AGREEMENT and any statute of

limitations to the contrary is hereby waived.

- 6.9** If the Scope of Services for this AGREEMENT includes the use of job classifications covered by the prevailing rate of wages, the prevailing rate must be reflected in the compensation for this AGREEMENT. The rates have been ascertained and certified by the Illinois Department of Labor for the locality in which services are to be performed. If the Illinois Department of Labor revises the prevailing rates of wages to be paid, as listed in the specification of rates, the CONSULTANT may not pay less than the revised rates of wages. Current wage rate information shall be obtained by visiting the Illinois Department of Labor web site at <http://www.state.il.us/agency/idol/> or calling 312-793-2814. It is the responsibility of the CONSULTANT to review the rates applicable to the services in this AGREEMENT, at regular intervals, in order to ensure the timely payment of current rates. Provision of this information to the CONSULTANT, by means of the Illinois Department of Labor web site, satisfies the notification of revisions by the COUNTY to the CONSULTANT pursuant to the Act, and the CONSULTANT agrees that no additional notice is required. The CONSULTANT shall notify each of its subconsultants of the revised rates of wages.
- 6.10** The CONSULTANT shall submit invoices, for services rendered including any allowable expenses, to the COUNTY. All invoices shall include a remittance address. The COUNTY shall not be required to pay the CONSULTANT more often than monthly. Each invoice shall be submitted in a format agreed to in advance by the COUNTY. The CONSULTANT shall provide the COUNTY with a valid taxpayer identification number prior to making any request for compensation. Payment will not be made for services completed or expenses incurred more than six-months (180 days) prior to submission of any invoice and any statute of limitations to the contrary is hereby waived.
- 6.11** Upon approval of properly documented invoices, the COUNTY shall reimburse the CONSULTANT the amount-invoiced for services completed in accordance with this AGREEMENT, provided that the amount invoiced together with the amounts of previous partial payments do not exceed the total compensation specified in this AGREEMENT. The COUNTY may not deny a properly documented claim for compensation, in whole or in part, without cause. The COUNTY shall pay all invoices pursuant to 50 ILCS 505, "Local Government Prompt Payment Act."
- 6.12** In the event of any overcharge by the CONSULTANT, the CONSULTANT shall refund the COUNTY within thirty (30) days of discovery of said overcharge by the CONSULTANT or notice to the CONSULTANT by the COUNTY. The COUNTY reserves the right to offset any overcharges against any amounts due and owing the CONSULTANT under this or any other AGREEMENT between the parties, upon notification to the CONSULTANT. The COUNTY shall be entitled to the statutory interest rate for judgments under Illinois law for any overcharges not timely refunded (or credited) in accord with this provision, which interest shall be in addition to any other remedies the COUNTY may have under the law or this AGREEMENT.

- 6.13 Upon acceptance of all deliverables specified in Exhibit B of this AGREEMENT, final payment shall be made to the CONSULTANT, including any retainage.

7.0 DELIVERABLES

- 7.1 The CONSULTANT shall provide the COUNTY on or before the expiration of this AGREEMENT, or promptly after notice of termination, or when the SUPERINTENDENT directs, the deliverables specified in Exhibit "B" of this AGREEMENT, attached hereto, which is hereby incorporated by reference.

8.0 CONSULTANT'S INSURANCE

- 8.1 The CONSULTANT shall maintain, at its sole expense, insurance coverage including:
- 8.1.a **Worker's Compensation Insurance** in the statutory amounts.
 - 8.1.b **Employer's Liability Insurance** in an amount not less than one million dollars (\$1,000,000.00) each accident/injury and five hundred thousand dollars (\$500,000.00) each employee/disease.
 - 8.1.c **Commercial (Comprehensive) General Liability Insurance**, (including contractual liability) with a limit of not less than three million dollars (\$3,000,000) total; including limits of not less than two million dollars (\$2,000,000) per occurrence, and one million dollars (\$1,000,000) excess liability in the annual aggregate injury/property damage combined single limit. **An Endorsement must also be provided naming the County of DuPage c/o Public Works Department, 421 North County Farm Road, Wheaton, IL 60187, as an additional insured. This additional insured is to be on a primary and noncontributory basis and include a waiver of subrogation endorsement.**
 - 8.1.d **Commercial (Comprehensive) Automobile Liability Insurance** with minimum limits of at least one million dollars (\$1,000,000) for any one person and one million dollars (\$1,000,000) for any one occurrence of death, bodily injury or property damage in the aggregate annually. **An Endorsement must also be provided naming the County of DuPage c/o Public Works Department, 421 North County Farm Road, Wheaton, IL 60187, as an additional insured. This additional insured is to be on a primary and noncontributory basis and include a waiver of subrogation endorsement.**
 - 8.1.e **Professional Liability Insurance** shall be provided with minimum limits of at least one million dollars (\$1,000,000) per claim/two million dollars (\$2,000,000) aggregate during the term of this AGREEMENT. In addition, coverage shall be provided in the minimum amount of one million dollars (\$1,000,000) and shall be maintained for a period of four (4) years after the date of the final payment for this AGREEMENT. The CONSULTANT shall provide the COUNTY certificates at the beginning of each year evidencing same or a new carrier policy that has a retroactive date prior to the date of this AGREEMENT.
- 8.2 It shall be the duty of the CONSULTANT to provide to the COUNTY, copies of

the CONSULTANT's Certificates of Insurance, as well as all applicable coverage and cancellation endorsements, before issuance of a Notice to Proceed. It is the further duty of the CONSULTANT to immediately notify the COUNTY if any insurance required under this AGREEMENT has been cancelled, materially changed, or renewal has been refused, and the CONSULTANT shall immediately suspend all services in progress and take the necessary steps to purchase, maintain and provide the required insurance coverage. If a suspension of services should occur due to insurance requirements, upon verification by the COUNTY of the CONSULTANT curing any breach of its required insurance coverage, the COUNTY shall notify the CONSULTANT that the CONSULTANT can resume services under this AGREEMENT. The CONSULTANT shall accept and bear all costs that may result from the cancellation of this AGREEMENT due to CONSULTANT's failure to provide and maintain the required insurance.

- 8.3** The coverage limits required under subparagraphs 8.1.c and 8.1.d above may be satisfied through a combination of primary and excess coverage. The insurance required to be purchased and maintained by the CONSULTANT shall be provided by an insurance company acceptable to the COUNTY, and except for the insurance required in subparagraph 8.1.e licensed to do business in the State of Illinois; and shall include at least the specific coverage and be written for not less than the limits of the liability specified herein or required by law or regulation whichever is greater; and shall be so endorsed that the coverage afforded will not be canceled or materially changed until at least thirty (30) days prior written notice has been given to the COUNTY except for cancellation due to non-payment of premium for which at least fifteen (15) days prior written notice (five days allowed for mailing time) has been given to the COUNTY. If the CONSULTANT is satisfying insurance required through a combination of primary and excess coverage, the CONSULTANT shall require that said excess/umbrella liability policy include in the "Who is Insured" pages of the excess/umbrella policy wording such as "Any other person or organization you have agreed in a written contract to provide additional insurance" or wording to that affect. The CONSULTANT shall provide a copy of said section of the excess/umbrella liability policy upon request by the COUNTY.
- 8.4** CONSULTANT's insurance required by Paragraphs 8.1.b- d, above, shall name the COUNTY, its officers and employees as additional insured parties. The Certificate of Insurance and endorsements shall state: "The County of DuPage, its officers and employees are named as additional insureds as defined in the Commercial (Comprehensive) General Liability Insurance policy with respect to claims arising from CONSULTANT's performance under this AGREEMENT."
- 8.5** The CONSULTANT shall require all approved subconsultants, anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable under this AGREEMENT to maintain the exact same insurance coverage types, and in the same amounts, as required of the CONSULTANT at all times during which such subconsultants, or other persons, are engaged in AGREEMENT-related services. The CONSULTANT shall hold, and the COUNTY shall retain the right to obtain at any time, documentation of subconsultants' insurance coverage.

9.0 INDEMNIFICATION.

- 9.1** The CONSULTANT shall indemnify, hold harmless and defend the COUNTY, its officials, officers, and employees from and against all liability, claims, suits, demands, proceedings and actions, including reasonable costs, fees and expense of defense, arising from, growing out of, or related to, any loss, damage, injury, death, or loss or damage to property to the extent caused by the CONSULTANT's negligent or willful misconduct, errors or omissions in its performance under this AGREEMENT.
- 9.2** Nothing contained herein shall be construed as prohibiting the COUNTY, its officials, directors, officers, agents and employees, from defending through the selection and use of their own agents, attorneys and experts, any claims, suits, demands, proceedings and actions brought against them. Pursuant to Illinois law, the attorney representing the COUNTY, under this paragraph or paragraph 9.1, is the State's Attorney, in accord with the applicable law. The COUNTY's participation in its defense shall not remove CONSULTANT's duty to indemnify, defend, and hold the COUNTY harmless, as set forth above.
- 9.3** Any indemnity as provided in this AGREEMENT shall not be limited by reason of the enumeration of any insurance coverage herein provided. CONSULTANT's indemnification of COUNTY shall survive the termination, or expiration, of this AGREEMENT.
- 9.4** The COUNTY does not waive, by these indemnity requirements, any defenses or protections under the Local Government and Governmental Employees Tort Liability Act (745 ILCS 10/1 et seq.) or otherwise available to it, or the CONSULTANT, under the law.

10.0 SATISFACTORY PERFORMANCE

- 10.1** The COUNTY is engaging this CONSULTANT because the CONSULTANT professes to the COUNTY that it will employ the standard of care within its profession in the performance of the services herein contracted. Accordingly, the CONSULTANT's, and subconsultant(s), standard of performance under the terms of this AGREEMENT shall be that which is to the satisfaction of the COUNTY and meets the quality and standards commonly provided by similar professional firms practicing in DuPage County.
- 10.2** In the event there are no similar professional firms practicing in DuPage County, Illinois, with respect to the type of services for which this CONSULTANT has been engaged, the CONSULTANT'S services shall be performed in a manner consistent with the customary skill and care of its profession.
- 10.3** If any errors, omissions, or acts, intentional or negligent, are made by the CONSULTANT, or its' subconsultant(s), in any phase of the services, the correction of which requires additional field or office services, the CONSULTANT shall be required to perform such additional services as may be necessary to remedy same without undue delay and without charge to the COUNTY. In the event any errors or omissions are detected after the AGREEMENT'S expiration or termination, the CONSULTANT shall have no right to cure under this provision.

- 10.4** Acceptance of the services shall not relieve the CONSULTANT of the responsibility for the quality of its services, nor its liability for loss or damage resulting from any errors, omissions, or negligent or willful misconduct by the CONSULTANT or its subconsultants.

11.0 BREACH OF CONTRACT

- 11.1** In the event of any breach of this AGREEMENT, the non-breaching party shall give notice to the breaching party stating with particularity the nature of the alleged breach, and the breaching party shall be allowed a reasonable opportunity to cure said breach. Either party's failure to timely cure any breach of this AGREEMENT shall relieve the other party of the requirement to give thirty (30) days' notice for termination of this AGREEMENT in accordance with Paragraph 16.1, below, and in such a case, ten (10) days' written notice to the breaching party is sufficient notice. Notwithstanding the above term, the CONSULTANT'S failure to maintain insurance in accordance with Section 8.0, above, or in the event of any of the contingencies described in Paragraph 16.1 below, shall be grounds for the COUNTY'S immediate termination of this AGREEMENT. Any breach of any covenant or term of this AGREEMENT by one or more of the CONSULTANT'S subconsultants shall be deemed a breach by CONSULTANT subject to the terms of this AGREEMENT.

12.0 OWNERSHIP OF DOCUMENTS.

- 12.1** The CONSULTANT agrees that all deliverables prepared for the COUNTY under the terms of this AGREEMENT shall be properly arranged, indexed and delivered to the COUNTY as provided in paragraph 7.1., and shall include one (1) electronic copy of all documents in a format to be designated by the COUNTY's representative.
- 12.2** The documents and materials made or maintained under this AGREEMENT shall be and will remain the property of the COUNTY which shall have the right to use same without restriction or limitation and without compensation to the CONSULTANT other than as provided in this AGREEMENT. The CONSULTANT waives any copyright interest in said deliverables.
- 12.3** The COUNTY acknowledges that the use of information that becomes the property of the COUNTY pursuant to Paragraph 12.2, for purposes other than those contemplated in this AGREEMENT, shall be at the COUNTY's sole risk.
- 12.4** The CONSULTANT may, at its sole expense, reproduce and maintain copies of deliverables provided to COUNTY

13.0 COMPLIANCE WITH THE LAW AND OTHER AUTHORITY.

- 13.1** The CONSULTANT, and subconsultant(s), shall comply with Federal, State and Local statutes, ordinances and regulations and obtain permits, licenses, or other mandated approvals, whenever applicable.
- 13.2** The CONSULTANT, and subconsultant(s), shall not discriminate against any worker, job applicant, employee or any member of the public, because of race, creed, color, sex, sexual orientation, age, handicap, or national origin, or

otherwise commit an unfair employment practice. CONSULTANT, and subconsultant(s), shall comply with the provisions of the Illinois Human Rights Act, as amended, 775 ILCS 5/-101, et seq., and with all rules and regulations established by the Department of Human Rights.

- 13.3** The CONSULTANT, by its signature on this AGREEMENT, certifies that it has not been barred from being awarded a contract or subcontract under the Illinois Procurement Code, 30 ILCS 500/1-1, et seq.; and further certifies that it has not been barred from contracting with a unit of State or local government as a result of a violation of Section 33E-3 or 33E-4 of the Illinois Criminal Code (Illinois Compiled Statutes, Chapter 720, paragraph 5/33E-3).
- 13.4** The CONSULTANT, by its signature on this AGREEMENT, certifies that no payment, gratuity or offer of employment, except as permitted by the Illinois State Gift Ban Act and the County of DuPage Ethics Ordinance, was made by or to the CONSULTANT, or CONSULTANT'S personnel, in relation to this AGREEMENT. The CONSULTANT has also executed the attached Ethics Disclosure Statement that is made a part hereof and agrees to update contribution information on an ongoing basis during the life of the AGREEMENT as required by said Ordinance.
- 13.5** The CONSULTANT covenants that it has no conflicting public or private interest and shall not acquire directly or indirectly any such interest which would conflict in any manner with the performance of CONSULTANT's services under this AGREEMENT.
- 13.6** **In accordance with the Vendor Information Reporting Act (35 ILCS 200/18-50.2), the COUNTY is required to collect and electronically publish data from all consultants and subconsultants as to: (1) whether they are a minority-owned, women-owned or veteran-owned business as defined by the Business Enterprise for Minorities, Women and Persons with Disabilities Act (30 ILCS 575/.01 et seq.); and (2) whether the consultant or any subconsultants are self-certifying or whether they hold certifications for those above-referenced categories. If self-certifying, the consultants and subconsultants shall disclose whether they qualify as a small business under federal Small Business Administration standards. In compliance with the Vendor Information Reporting Act, within 60 calendar days of the COUNTY'S award of the contract for services covered under this AGREEMENT, the awarded consultant, and each subconsultant, must complete the Awarded Vendor Questionnaire (found at <https://mwv.dupageco.org/>).**
- 13.7** The CONSULTANT acknowledges knowledge of the COUNTY'S Procurement Ordinance, which is hereby incorporated in this AGREEMENT, and has had an opportunity to review it. The CONSULTANT agrees to submit changes for Scope of Services or compensation in accordance with said Ordinance.

14.0 MODIFICATION OR AMENDMENT.

- 14.1** The parties may modify or amend terms of this AGREEMENT only by a written document duly approved and executed by both parties.
- 14.2** The CONSULTANT agrees to submit changes for Scope of Services or compensation on a COUNTY designated form.

15.0 TERM OF THIS AGREEMENT.

- 15.1** The term of this AGREEMENT shall begin on the date the AGREEMENT is fully executed, and shall continue in full force and effect until the earlier of the following occurs:
- (a) The termination of this AGREEMENT in accordance with the terms of Section 16.0, or
 - (b) August 31, 2026, or to a new date agreed upon by the parties.
 - (c) The completion by the CONSULTANT and COUNTY of their respective obligations under this AGREEMENT, in the event such completion occurs before August 31, 2026.
- 15.2** The CONSULTANT shall not perform any services under this AGREEMENT after the expiration date set forth in Paragraph 15.1(b), above. The COUNTY is not liable and will not pay the CONSULTANT for any services performed after the AGREEMENT'S expiration or termination. However, nothing herein shall be construed so as to relieve the COUNTY of its obligation to pay the CONSULTANT for services satisfactorily performed prior to termination, or expiration, and delivered in accord with Paragraph 7.1, above.
- 15.3** The term for performing this AGREEMENT may be amended by a change order, or other COUNTY designated form, signed by both parties without formal amendment pursuant to Paragraph 14.1, above.

16.0 TERMINATION

- 16.1** Except as otherwise set forth in this AGREEMENT, either party shall have the right to terminate this AGREEMENT for any cause or without cause thirty (30) days after having served written notice upon the other party, except in the event of CONSULTANT'S failure to maintain suitable insurance at the requisite coverage amounts, insolvency, bankruptcy or receivership, or if the CONSULTANT is barred from contracting with any unit of government, or is subsequently convicted or charged with a violation of any of the statutes or ordinances identified in Section 13.0, above, in which case termination shall be effective immediately upon receipt of notice from COUNTY at COUNTY'S election.
- 16.2** Upon such termination, the liabilities of the parties to this AGREEMENT shall cease, but they shall not be relieved of the duty to perform their obligations up to the date of termination, or to pay for deliverables tendered prior to termination. There shall be no termination expenses.

- 16.3** 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, CONSULTANT shall provide all deliverables within fourteen (14) days of termination in accordance with the other provisions of this AGREEMENT.

17.0 ENTIRE AGREEMENT.

- 17.1** This AGREEMENT, including matters incorporated herein, contains the entire agreement between the parties.
- 17.2** There are no other covenants, warranties, representations, promises, conditions or understandings; either oral or written, other than those contained herein.
- 17.3** This AGREEMENT may be executed in one or more counterparts, each of which shall for all purposes be deemed to be an original and all of which shall constitute the same instrument.

In event of a conflict between the terms or conditions or this AGREEMENT and any term or condition found in any exhibit or attachment, the terms and conditions of this AGREEMENT shall prevail.

18.0 ASSIGNMENT.

- 18.1** Either party may assign this AGREEMENT provided, however, the other party shall first approve such assignment, in writing.

19.0 SEVERABILITY.

- 19.1** In the event, any provision of this AGREEMENT is held to be unenforceable or invalid for any reason, the enforceability thereof shall not affect the remainder of the AGREEMENT. The remainder of this AGREEMENT shall be construed as if not containing the particular provision and shall continue in full force, effect, and enforceability, in accordance with its terms.
- 19.2** In the event of the contingency described in Paragraph 19.1, above, the parties shall make a good faith effort to amend this AGREEMENT pursuant to Paragraph 14.1, above, in order to remedy and, or, replace any provision declared unenforceable or invalid.

20.0 GOVERNING LAW.

- 20.1** The laws of the State of Illinois shall govern this AGREEMENT as to both interpretation and performance.
- 20.2** The venue for resolving any disputes concerning the parties' respective performance, or failure to perform, under this AGREEMENT, shall be the judicial circuit court for DuPage County.

21.0 NOTICES.

21.1 Any required notice shall be sent to the following addresses and parties:

Strand Associates, Inc.[®]
910 W. Wingra Drive
Madison, Wisconsin 53715
ATTN: Joseph Bunker, Corporate Secretary

DuPage County Department of Public Works
421 North County Farm Road
Wheaton, Illinois 60187
ATTN: Nicholas W. Kottmeyer, Superintendent

21.2 All notices required to be given under the terms of this AGREEMENT shall be in writing and either (a) served personally during regular business hours; (8:00 A.M.–4:30 P.M. CST or CDT Monday–Friday); (b) served by facsimile transmission during regular business hours (8:00 A.M.–4:30 P.M. CST or CDT Monday–Friday); or (c) served by certified or registered mail, return receipt requested, properly addressed with postage prepaid. Notices served personally or by facsimile transmission shall be effective upon receipt, and notices served by mail shall be effective upon receipt as verified by the United States Postal Service. Each party may designate a new location for service of notices by serving notice thereof in accordance with the requirements of this Paragraph, and without compliance to the amendment procedures set forth in Paragraph 14.1, above.

22.0 WAIVER OF/FAILURE TO ENFORCE BREACH.

22.1 The parties agree that the waiver of, or failure to enforce, any breach of this AGREEMENT by the remaining party shall not be construed, or otherwise operate, as a waiver of any future breach of this AGREEMENT. Further the failure to enforce any particular breach shall not bar or prevent the remaining party from enforcing this AGREEMENT with respect to a different breach.

23.0 FORCE MAJEURE.

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

24.0 QUALIFICATIONS

24.1 The CONSULTANT shall employ only persons duly licensed or registered in the appropriate category in responsible charge of all elements of the services covered under this AGREEMENT, for which Illinois Statutes require license or registration, and further shall employ only well qualified persons in responsible charge of any elements of the services covered under this AGREEMENT, all subject to COUNTY approval.

24.2 RESERVED.

24.3 Failure by the CONSULTANT to properly staff the PROJECT with qualified personnel shall be sufficient cause for the COUNTY to deny payment for services performed by unqualified personnel and will serve as a basis for

cancellation of this AGREEMENT.

- 24.4** The CONSULTANT shall require any subconsultant(s) and contractor(s) utilized for the PROJECT-related services to employ qualified persons to the same extent such qualifications are required of the CONSULTANT's personnel. The COUNTY shall have the same rights under Paragraph 24.3, above, with respect to the CONSULTANT'S subconsultant(s) and contractor(s) being properly staffed while engaged in the PROJECT-related services.

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

County of DuPage

Strand Associates, Inc.[®]

Deborah A. Conroy, Chair
DuPage County Board

Joseph M. Bunker
Corporate Secretary

Attest By:

Attest By:

Jean Kaczmarek
DuPage County Clerk

EXHIBIT A

Project Understanding

Project Name: Boiler Replacement Construction Contract Administration Services

Services Description: The scope of the project includes construction contract administration services for the direct replacement of existing hot water boilers previously designed by CONSULTANT and chiller design assistance.

Scope of Services

CONSULTANT will provide the following services to the COUNTY.

Construction Contract Administration Services

1. Attend up to four virtual construction progress meetings.
2. Provide up to 76 hours to review up to three iterations of the contractor's shop drawing submittals.
3. Provide up to 38 hours to respond to contractor's requests for information.
4. Prepare changes to the Contract Documents after contract execution through the use of cost proposal requests and change orders.
5. Provide a final site visit at 100 percent construction completion to review functionality of the heating, ventilation, and air conditioning systems.
6. Prepare record drawings based on the contractor's record drawings maintained throughout project construction. CONSULTANT is providing drafting Services only for record drawings based on the records presented to CONSULTANT by contractor and COUNTY. CONSULTANT will not be liable for the accuracy of the record drawing information provided by contractor and COUNTY.
7. Assist COUNTY with evaluating the size and condition of existing chiller for future replacement project and summarize findings in a letter to COUNTY.

Service Elements Not Included

The following services are not included under this AGREEMENT. If such services are required, they will be provided through an amendment to this AGREEMENT or through a separate AGREEMENT with COUNTY.

1. Additional and Extended Services during construction made necessary by:
 - a. Work damaged by fire or other cause during construction.
 - b. A significant amount of defective or neglected work of any contractor.

- c. Prolongation of the time of the construction contract.
 - d. Default by contractor under the construction contract.
2. Additional Site Visits and/or Meetings: Additional COUNTY-required site visits or meetings.
 3. Bidding-Related Services: Bidding-related services are not included in this AGREEMENT.
 4. Preparation for and/or Appearance in Litigation on Behalf of COUNTY: Any services related to litigation.
 5. Review of Product Substitutions Proposed by Contractor: CONSULTANT'S cost for evaluating substitute products is not included.
 6. Revising Designs, Drawings, Specifications, and Documents: Any services required after these items have been previously approved by state or federal regulatory agencies, because of a change in project scope or where such revisions are necessary to comply with changed state and federal regulations that are put in force after Services have been partially completed.
 7. Unsolicited Media: Any services that include the review or analysis of unsolicited media including, but not limited to, photographs, videos, and drone footage provided by COUNTY or contractors unless specifically requested and agreed to in writing. CONSULTANT'S use of electronic construction administration programs (e.g., e-builder, Newforma) is limited to the Scope of Services defined in this Agreement. CONSULTANT is not responsible for the review of unsolicited media uploaded to these programs unless specifically requested and agreed to in writing.

EXHIBIT B

Deliverables

Record drawings as detailed EXHIBIT A, Scope of Services, Item No. 6.

EXHIBIT C

Compensation

COUNTY shall compensate CONSULTANT for Scope of Services identified in Exhibit A on an hourly rate basis plus expenses an estimated not-to-exceed fee of \$50,000. The fee will not be exceeded without prior notice to and agreement by COUNTY but may be adjusted for time delays, time extensions, amendments, or changes in the Scope of Services identified in EXHIBIT A. Any adjustments will be negotiated based on CONSULTANT's increase or decrease in costs caused by delays, extensions, amendments, or changes.

The estimated fee for the Services is based on wage scale/hourly billing rates, adjusted annually on July 1 as summarized in Table 1, that anticipates the Services will be completed as indicated. Should the schedule be extended, it may be cause for an adjustment to the sum that reflects wage scale adjustments made, which shall be subject to prior written approval of COUNTY.

Table 1

Classification	Billing Rate Range
Engineer I	\$130 to \$150
Engineer II	\$151 to \$180
Engineer III	\$181 to \$210
Engineer IV	\$211 to \$250
Engineer V	\$251 to \$290
Engineer VI	\$291 to \$325
Principal	\$326 to \$350
Technician	\$140 to \$180
Architect	\$140 to \$180
Office Production	\$130 to \$150

Expenses incurred such as those for travel, meals, printing, postage, copies, computer, and electronic communication will be billed in accordance with this AGREEMENT. Eligible expenses are summarized in Table 2.

Table 2

Expenses Name	Expenses Cost
Reimbursed Employee Expense	At cost
Copies	\$0.15 per copy
Stakes and Lath	\$0.80 per piece with 50 pieces per bundle
Equipment Rental	At cost based on rental rates
Covers and Bindings	At cost per items used
Other Consultants	At cost
Postage/UPS	At cost
Field Expense	At cost based on items used
Computer Expense	\$16.00 per hour
Meals Expense	At cost
Color Copies	\$0.65 per copy
Wide Format Printing	\$0.35 per square foot; \$2.05 per square foot for Mylar
Mileage	At the federal mileage rate
Digital Camera	\$20 for the first two days; \$5 for each additional day
Landfill Gas Meter	\$100 per day; \$300 per week
Laser Scanner	\$1,800 per day
Robotic Total Station	\$135 per half-day; \$220 per day
Rotating Laser	\$25 per day; \$300 per month
iPad	\$325 per week
LCD Projector	\$125 for the first two days; \$50 for each additional day
Monitor	\$10
USB Key	\$17 per purchased USB Key

EXHIBIT A

Project Understanding

Project Name: Boiler Replacement Construction Contract Administration Services

Services Description: The scope of the project includes construction contract administration services for the direct replacement of existing hot water boilers previously designed by CONSULTANT and chiller design assistance.

Scope of Services

CONSULTANT will provide the following services to the COUNTY.

Construction Contract Administration Services

1. Attend up to four virtual construction progress meetings.
2. Provide up to 76 hours to review up to three iterations of the contractor's shop drawing submittals.
3. Provide up to 38 hours to respond to contractor's requests for information.
4. Prepare changes to the Contract Documents after contract execution through the use of cost proposal requests and change orders.
5. Provide a final site visit at 100 percent construction completion to review functionality of the heating, ventilation, and air conditioning systems.
6. Prepare record drawings based on the contractor's record drawings maintained throughout project construction. CONSULTANT is providing drafting Services only for record drawings based on the records presented to CONSULTANT by contractor and COUNTY. CONSULTANT will not be liable for the accuracy of the record drawing information provided by contractor and COUNTY.
7. Assist COUNTY with evaluating the size and condition of existing chiller for future replacement project and summarize findings in a letter to COUNTY.

Service Elements Not Included

The following services are not included under this AGREEMENT. If such services are required, they will be provided through an amendment to this AGREEMENT or through a separate AGREEMENT with COUNTY.

1. Additional and Extended Services during construction made necessary by:
 - a. Work damaged by fire or other cause during construction.
 - b. A significant amount of defective or neglected work of any contractor.

- c. Prolongation of the time of the construction contract.
 - d. Default by contractor under the construction contract.
2. Additional Site Visits and/or Meetings: Additional COUNTY-required site visits or meetings.
 3. Bidding-Related Services: Bidding-related services are not included in this AGREEMENT.
 4. Preparation for and/or Appearance in Litigation on Behalf of COUNTY: Any services related to litigation.
 5. Review of Product Substitutions Proposed by Contractor: CONSULTANT'S cost for evaluating substitute products is not included.
 6. Revising Designs, Drawings, Specifications, and Documents: Any services required after these items have been previously approved by state or federal regulatory agencies, because of a change in project scope or where such revisions are necessary to comply with changed state and federal regulations that are put in force after Services have been partially completed.
 7. Unsolicited Media: Any services that include the review or analysis of unsolicited media including, but not limited to, photographs, videos, and drone footage provided by COUNTY or contractors unless specifically requested and agreed to in writing. CONSULTANT'S use of electronic construction administration programs (e.g., e-builder, Newforma) is limited to the Scope of Services defined in this Agreement. CONSULTANT is not responsible for the review of unsolicited media uploaded to these programs unless specifically requested and agreed to in writing.

EXHIBIT B

Deliverables

Record drawings as detailed EXHIBIT A, Scope of Services, Item No. 6.

EXHIBIT C

Compensation

COUNTY shall compensate CONSULTANT for Scope of Services identified in Exhibit A on an hourly rate basis plus expenses an estimated not-to-exceed fee of \$50,000. The fee will not be exceeded without prior notice to and agreement by COUNTY but may be adjusted for time delays, time extensions, amendments, or changes in the Scope of Services identified in EXHIBIT A. Any adjustments will be negotiated based on CONSULTANT's increase or decrease in costs caused by delays, extensions, amendments, or changes.

The estimated fee for the Services is based on wage scale/hourly billing rates, adjusted annually on July 1 as summarized in Table 1, that anticipates the Services will be completed as indicated. Should the schedule be extended, it may be cause for an adjustment to the sum that reflects wage scale adjustments made, which shall be subject to prior written approval of COUNTY.

Table 1

Classification	Billing Rate Range
Engineer I	\$130 to \$150
Engineer II	\$151 to \$180
Engineer III	\$181 to \$210
Engineer IV	\$211 to \$250
Engineer V	\$251 to \$290
Engineer VI	\$291 to \$325
Principal	\$326 to \$350
Technician	\$140 to \$180
Architect	\$140 to \$180
Office Production	\$130 to \$150

Expenses incurred such as those for travel, meals, printing, postage, copies, computer, and electronic communication will be billed in accordance with this AGREEMENT. Eligible expenses are summarized in Table 2.

Table 2

Expenses Name	Expenses Cost
Reimbursed Employee Expense	At cost
Copies	\$0.15 per copy
Stakes and Lath	\$0.80 per piece with 50 pieces per bundle
Equipment Rental	At cost based on rental rates
Covers and Bindings	At cost per items used
Other Consultants	At cost
Postage/UPS	At cost
Field Expense	At cost based on items used
Computer Expense	\$16.00 per hour
Meals Expense	At cost
Color Copies	\$0.65 per copy
Wide Format Printing	\$0.35 per square foot; \$2.05 per square foot for Mylar
Mileage	At the federal mileage rate
Digital Camera	\$20 for the first two days; \$5 for each additional day
Landfill Gas Meter	\$100 per day; \$300 per week
Laser Scanner	\$1,800 per day
Robotic Total Station	\$135 per half-day; \$220 per day
Rotating Laser	\$25 per day; \$300 per month
iPad	\$325 per week
LCD Projector	\$125 for the first two days; \$50 for each additional day
Monitor	\$10
USB Key	\$17 per purchased USB Key



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

REQUIRED VENDOR ETHICS DISCLOSURE STATEMENT

Section I: Contact Information

Please complete the contact information below.

BID NUMBER:	
COMPANY NAME:	Strand Associates, Inc.
CONTACT PERSON:	Joseph M. Bunker
CONTACT EMAIL:	joe.bunker@strand.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/

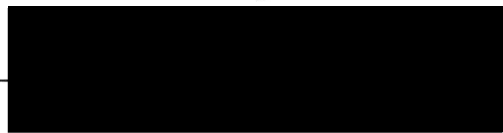
The full text of the County's Procurement Ordinance is available at:

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: Joseph M. Bunker

Signature: 

Title: Corporate Secretary

Date: 8/26/25