



# DU PAGE COUNTY

## Human Services

### Final Regular Meeting Agenda

421 N. COUNTY FARM ROAD  
WHEATON, IL 60187  
[www.dupagecounty.gov](http://www.dupagecounty.gov)

---

**Tuesday, April 16, 2024**

**9:30 AM**

**Room 3500A**

---

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. PUBLIC COMMENT**

**4. CHAIR REMARKS - CHAIR SCHWARZE**

**5. APPROVAL OF MINUTES**

5.A. [24-1268](#)

Human Services Committee - Regular Meeting - Tuesday, April 2, 2024

**6. COMMUNITY DEVELOPMENT COMMISSION - MARY KEATING**

6.A. [24-1269](#)

Recommendation for Approval of a 2nd Modification, 2nd Time Extension of a Community Development Block Grant (CDBG) Agreement with Serenity House Counseling Services, Project Number CD22-07 - WERC (Women's Extended Residential Care) Expansion - Extending the Project Completion Date through June 15, 2024.

**7. DUPAGE CARE CENTER - JANELLE CHADWICK**

7.A. [HS-P-0020-24](#)

Recommendation for the approval of a contract issued to CliftonLarsonAllen LLP (CLA), for preparation and submission of annual Medicare and Medicaid Cost Reports, for the DuPage Care Center, for the period covering May 1, 2024 through April 30, 2028, for a total amount not to exceed \$33,200; per RFP #24-001-DCC.

7.B. [24-1270](#)

Recommendation for the approval of a contract to AirGas USA, LLC, to furnish and deliver Oxygen, Helium and Carbon Dioxide, for the DuPage Care Center, for the period June 1, 2024 through May 31, 2026, for a total contract amount not to exceed \$29,500; per bid #24-042-DCC.

**8. BUDGET TRANSFERS****8.A. [24-1271](#)**

Budget Transfer to transfer funds so that payroll can be moved from a grant into the General Fund. Matching amount of expense will instead be reimbursed by the PY24 grant in 2024, but cannot be paid for in 2023, as the State's 2023 fiscal year has closed. Funds in the amount of \$500 will be moved from 1000-1750-50000 (Regular Salaries) to 1000-1750-51010 (Employees Share I.M.R.F.) and \$500 from 1000-1750-50000 to 1000-1750-51030 (Employer share Social Security) for a total of \$1,000. (Community Services)

**9. INFORMATIONAL****9.A. [FM-P-0021-24](#)**

Recommendation for the approval of a contract to Groot, Inc., to provide refuse disposal, recycling, and asbestos pick-up services for DuPage County facilities, for Facilities Management, for the period of June 1, 2024 through May 31, 2025, for a contract total amount not to exceed \$125,045.78, per renewal option under bid #22-026-FM, first of three options to renew. (\$1,125.14 for Animal Services, \$40,800 for the DuPage Care Center, and \$83,120.64 for Facilities Management)

**10. RESIDENCY WAIVERS - JANELLE CHADWICK****11. DUPAGE CARE CENTER UPDATE - JANELLE CHADWICK****12. COMMUNITY SERVICES UPDATE - MARY KEATING****13. OLD BUSINESS****14. NEW BUSINESS****15. ADJOURNMENT**



## Minutes

421 N. COUNTY FARM  
ROAD  
WHEATON, IL 60187  
[www.dupagecounty.gov](http://www.dupagecounty.gov)

---

**File #:** 24-1268

**Agenda Date:** 4/16/2024

**Agenda #:** 5.A.

---



# DU PAGE COUNTY

## Human Services

### Final Summary

421 N. COUNTY FARM ROAD  
WHEATON, IL 60187  
[www.dupagecounty.gov](http://www.dupagecounty.gov)

---

**Tuesday, April 2, 2024**

**9:30 AM**

**Room 3500A**

---

**1. CALL TO ORDER**

9:30 AM meeting was called to order by Chair Greg Schwarze at 9:40 AM. Due to absence of a quorum, County Board members Liz Chaplin, Lucy Chang Evans, Sheila Rutledge, and Sam Tornatore were appointed to the committee as temporary members by Chair Schwarze to establish a quorum.

**2. ROLL CALL**

Committee Members Dawn DeSart (9:53), Kari Galassi, (9:55) and Vice Chair Paula DeaconGarcia (9:55) all arrived late due to the Public Works Committee meeting running late. They all arrived during the presentation, prior to any voting items being presented for approval.

Other Board Members present: Member Patti Gustin and Yeena Yoo.

Staff in attendance: Joan Olson (Chief Communications Officer), Renee Zerante (State's Attorney Office), Mary Catherine Wells, Keith Jorstad, and Tabassum Haleem (Finance), Donna Weidman (Procurement), Natasha Belli, Joan Fox, and Julie Hamlin (Community Services). Remote: Mary Keating (Director of Community Services), and Janelle Chadwick (Administrator of DuPage Care Center).

<b>PRESENT</b>	DeSart, Galassi, Garcia, and Schwarze
<b>ABSENT</b>	Childress, and LaPlante

**3. PUBLIC COMMENT**

No public comments were offered.

#### 4. CHAIR REMARKS - CHAIR SCHWARZE

Chair Schwarze stated that County residents seeking Human Services assistance can now text to the 211 line. This will initiate a conversation with a live, specially trained operator who will connect residents to the right resources. By simply texting their zip code to 898-211, residents can receive referrals to assistance near them. While texting 211 is only available during business hours M-F 8:00 a.m. - 6:00 p.m., residents can still dial 211 or visit 211dupage.gov to find services 24/7. A press release will be distributed later in the day.

Jennifer Komis, Intake & Referral Coordinator over the 211 DuPage phone line, added that 211 staff will ask a few statistical questions, such as age, gender, and zip code to find relevant resources based on the DuPage County resource database. If texts are received outside of business hours, staff will respond to the texters the next business day.

##### 4.A. Presentation of the Best in Class Award to the DPCC

Chair Schwarze introduced Annabel Leonida, Director of Nursing at the DuPage Care Center, along with Sara Friel, a representative from Telligen.

Sara, a Senior Quality Improvement Facilitator with Telligen, stated Telligen is a quality innovation network, quality improvement organization. They work to support the Centers for Medicare and Medicaid Services (CMS) to implement the key elements of the Department of Health & Human Services national quality strategy and federal healthcare reform. Telligen provides over 1500 nursing homes in their network with support for data analysis, quality improvement coaching, implementation of best practices, and useful tools, resources, and education on topics such as 5-star quality rating and quality measures.

In response to the covid pandemic, Telligen created the Blue Ribbon Covid- 19 Vigilance Award to support and recognize nursing homes for all their hard work as it related to creating policies, developing new protocol, and implementing a robust education program for staff, residents, and families. In 2023 Telligen introduced the Best-In-Class recognition program to recognize nursing homes for their ongoing commitment to quality and safety in resident care. Only 76 nursing homes in their four-state network were recognized in 2024, the DuPage Care Center being one of them.

Annabel spoke to the numerous Care Center staff in the room praising them for all their hard work and dedication and noting that this award solidifies them being recognized.

#### 5. APPROVAL OF MINUTES

##### 5.A. [24-1127](#)

Human Services Committee - Regular Meeting - March 19, 2024

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Dawn DeSart
<b>SECONDER:</b>	Kari Galassi

**6. COMMUNITY SERVICES - MARY KEATING****6.A. [FI-R-0063-24](#)**

Acceptance and appropriation of the fiftieth (50th) year of the Community Development Block Grant PY24, Company 5000 - Accounting Unit 1440, in the amount of \$4,539,329. (Community Services)

<b>RESULT:</b>	APPROVED AND SENT TO FINANCE
<b>MOVER:</b>	Dawn DeSart
<b>SECONDER:</b>	Paula Garcia

**6.B. [FI-R-0064-24](#)**

Acceptance and appropriation of the thirty-third (33rd) year Home Investment Partnerships Grant PY24, Company 5000 - Accounting Unit 1450, in the amount of \$2,011,683. (Community Services)

<b>RESULT:</b>	APPROVED AND SENT TO FINANCE
<b>MOVER:</b>	Dawn DeSart
<b>SECONDER:</b>	Paula Garcia

**6.C. [FI-R-0065-24](#)**

Acceptance and appropriation of the thirty-sixth (36th) year Emergency Solutions Grant PY24, Company 5000 - Accounting Unit 1470, in the amount of \$288,247. (Community Services)

<b>RESULT:</b>	APPROVED AND SENT TO FINANCE
<b>MOVER:</b>	Dawn DeSart
<b>SECONDER:</b>	Paula Garcia

**7. DUPAGE CARE CENTER - JANELLE CHADWICK****7.B. [HS-P-0017-24](#)**

Recommendation for the approval of a contract purchase order to Brightstar Care of DuPage, for supplemental nursing staffing, for the DuPage Care Center, for the period April 13, 2024 through April 12, 2025, for a total contract amount not to exceed \$290,000; per RFP #24-002-DCC.

<b>RESULT:</b>	APPROVED AND SENT TO FINANCE
<b>MOVER:</b>	Paula Garcia
<b>SECONDER:</b>	Kari Galassi

7.C. [HS-P-0018-24](#)

Recommendation for the approval of a contract purchase order to Novastaff Healthcare Services, Inc., for supplemental nursing staffing, for the DuPage Care Center, for the period April 13, 2024 through April 12, 2025, for a total contract amount not to exceed \$500,000; per RFP #24-002-DCC.

Janelle Chadwick, Administrator of the DuPage Care Center, explained that it is difficult to get nursing staff to fulfill all their shifts. At least three vendors are kept on contract for supplemental staffing. The use of each vendor is dependent on availability to get staff at any given time. The committee will see budget transfers throughout the year as the use of each agency fluctuates throughout the year.

<b>RESULT:</b>	APPROVED AND SENT TO FINANCE
<b>MOVER:</b>	Paula Garcia
<b>SECONDER:</b>	Kari Galassi

7.D. [HS-P-0019-24](#)

Recommendation for the approval of a contract purchase order to RCM Health Care Services, for supplemental nursing staffing, for the DuPage Care Center, for the period April 13, 2024 through April 12, 2025, for a total contract amount not to exceed \$200,000; per RFP #24-002-DCC.

<b>RESULT:</b>	APPROVED AND SENT TO FINANCE
<b>MOVER:</b>	Paula Garcia
<b>SECONDER:</b>	Kari Galassi

## 8. TRAVEL

8.A. [24-1128](#)

Travel Request for Community Services Director to attend the National Association for County Community and Economic Development (NACCED) Conference in Tampa, Florida from July 10, 2024 through July 16, 2024. Expenses to include registration, transportation, lodging, and per diems for approximate total of \$2979. (Community Services)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Dawn DeSart
<b>SECONDER:</b>	Paula Garcia
<b>AYES:</b>	DeSart, Galassi, Garcia, and Schwarze
<b>ABSENT:</b>	Childress, and LaPlante

**9. INFORMATIONAL****9.A. [FM-P-0018-24](#)**

Recommendation for the approval of a contract to Builders Chicago Corporation, for preventative maintenance and repair services for automatic and manual doors with threshold closers, as needed, for County facilities, for Facilities Management, for the two-year period of April 10, 2024 through April 9, 2026, for a total contract amount not to exceed \$127,392, per lowest responsible bid #24-032-FM. (\$66,692 for Facilities Management, \$700 for Animal Services, \$30,000 for Division of Transportation, and \$30,000 for Care Center).

<b>RESULT:</b>	ACCEPTED AND PLACED ON FILE
<b>MOVER:</b>	Paula Garcia
<b>SECONDER:</b>	Dawn DeSart

**10. RESIDENCY WAIVERS - JANELLE CHADWICK**

No residency waivers were offered.

**11. DUPAGE CARE CENTER UPDATE - JANELLE CHADWICK**

Janelle Chadwick, Administrator of the DuPage Care Center discussed the use of supplemental staffing. The Care Center budget annually runs between \$990,000 to just under \$1M on average for their supplemental agencies. During the covid pandemic, the costs have been as high as \$1.2M but are on trend to be about \$100,000 under budget this year based on the first quarter's actual usage. The rates for supplemental staffing have increased between \$9.00 and \$18.00 per hour due to the covid pandemic, depending on the shift, day of week, holiday, and crisis pay. Now that we have really cut down on the crisis, we are trying to reduce agency usage. Annabel has done a great job managing when we offer overtime or bonuses for our staff.

The hiring has greatly improved based on our new contract rates, however CNA's continue to be a challenge. The CNA tenure program where Health and Human Services pays a portion of the CNA rate allowed us to pay CNAs up to \$6.50 more an hour but many other facilities are now offering the same program, so we are back to competing with them. The use of supplemental agencies will continue.

In response to Chair Schwarze's question, Ms. Chadwick stated they are averaging about five to six contract employees on the day shift, down from nine to ten, and average one at night, down from two to three. The Care Center has restorative aids in each unit which can be used as a CNA when needed.



**12. COMMUNITY SERVICES UPDATE - MARY KEATING**

Julie Hamlin, Administrator of Community Development, stated 2024 is the Community Development Block Grants (CDBG) 50th Anniversary. The Community Development Commission will celebrate in April, the onset of the current grant year, and throughout the year with a social media campaign, putting forth some project spotlights of CDBG infrastructure, capital improvement, and public service projects they have done over the last couple of years. They will also feature testimonials from communities' nonprofits to have them talk about the benefits their CDBG projects have to the community. HUD will highlight the 50-year anniversary in August.

**13. OLD BUSINESS**

No old business was discussed.

**14. NEW BUSINESS**

Chair Schwarze referred to the \$1.5M allocated to the Northern Illinois Food Bank to continue their program providing produce and for the addition of proteins to township agencies. Chair Schwarze wanted to revisit the townships that have previously opted out and get a consensus from the committee on how to proceed with the three townships in question, Bloomingdale, York, and Addison. Bloomingdale Township had opted out for cash early due to delivery logistic issues. Addison and York Townships opted out later in the program, not liking the quality of the produce.

Chair Schwarze's question to the committee was threefold. Do we want to ask the County Board for more opt out dollars for these agencies, ask agencies if they want to get back in the program, or do nothing?

The committee discussed the options, with members noting they did not want to incentivize other agencies from opting out when the vast majority of the produce was fresh.

The amount of funding the agencies would receive would depend on the tonnage of food townships received, Addison - \$13,500, Bloomingdale - \$15,500, and York - just under \$9,000. Member DeSart asked about expanding the program to other agencies, specifically Conservation Foundation.

After the consent of the committee, Chair Schwarze stated that he would have Human Services reach out to the three agencies that opted out and discuss their wishes moving forward.

**15. ADJOURNMENT**

With no further business, the meeting was adjourned at 10:25 AM.

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Paula Garcia
<b>SECONDER:</b>	Kari Galassi



## Action Item

421 N. COUNTY FARM  
ROAD  
WHEATON, IL 60187  
[www.dupagecounty.gov](http://www.dupagecounty.gov)

---

**File #:** 24-1269

**Agenda Date:** 4/16/2024

**Agenda #:** 6.A.

---



**DUPAGE  
COUNTY**

## COMMUNITY SERVICES

630-407-6500  
Fax: 630-407-6501  
csprograms@dupagecounty.gov  
[www.dupagecounty.gov/community](http://www.dupagecounty.gov/community)

**Community  
Development**  
630-407-6600  
Fax: 630-407-6601

**Family Center**  
422 N. County Farm Rd.  
Wheaton, IL 60187  
630-407-2450  
Fax: 630-407-2451

**Housing Supports  
and Self-Sufficiency**  
630-407-6500  
Fax: 630-407-6501

**Intake and Referral**  
630-407-6500  
Fax: 630-407-6501

**Senior Services**  
630-407-6500  
Fax: 630-407-6501

**TO:** Greg Schwarze, Chairman and Committee Members  
Human Services Committee

**FROM:** Mary A. Keating, Director,  
Department of Community Services

**DATE:** April 3, 2024

**SUBJECT: CD22-07 Serenity House Counseling Services, Inc. Women's  
Extended Residential Care Expansion – Modification #2, 2<sup>nd</sup>  
Time Extension**

---

**This item is being presented directly to the HS Committee, as allowed per  
CDC procedures.**

**Action Requested:** CDC staff recommends approval of Agreement Modification  
#2 for the Serenity House Counseling Services, Inc. Women's Extended  
Residential Care Expansion, extending the timeline to 06/15/2024.

**Details:** The project will expand the existing Women's Extended Residential  
Care facility to provide one additional bedroom with two beds; one full bath; one  
small closet; one utility room, and one large multi-purpose room.

Modification #1 was approved by the Director of Community Services on  
10/24/2023 extending the timeline of the project from 10/31/2023 to 03/15/2024.

Construction was completed on 03/14/2024. The extension has been requested  
due to outstanding paperwork required from the General Contractor and  
Subcontractors.

A first reimbursement request has been submitted, reviewed, and approved for  
\$328,319, leaving the balance of CDBG funds as \$71,681 to be drawn at the time  
a final reimbursement request is submitted.

Serenity House believes an extension of 90 days is necessary to obtain all final  
documentation and draw awarded Community Development Block Grant  
(CDBG) funds.



February 14, 2024

Mary Keating, Director  
Department of Community Services  
421 N. County Farm Road  
Wheaton, IL 60187


Dear Director Keating:

Serenity House Counseling Services would like consideration for an extension to our Women's Extended Residential Care multi-purpose addition. (CD22-07). We are seeking a 3 month (90 day) extension (Originally to expire March 15, 2024). The construction, itself will be completed with full inspection on March 14, 2024, satisfying the building structure timeline and program implementation timeline.

In our revised project implementation schedule, is in large due to incomplete, wrong paperwork submitted or missing paperwork from the General Contractor – RC Soto ie; Waivers, Contractors Sworn Statement not correct and is causing delays in Request for payments. A meeting with the General Contractor is scheduled for February 20, 2024 to finalize missing and corrective action on paperwork. A 75% of work has been completed to date for this project. We believe that an extension of 90 days (June 15, 2024) will provide a more accurate timeline for full completion of project.

Director Keating and review committee, We are asking for an extension for 3 months (90 days) – June 15 , 2024 for the completion of Project CD22-07. Thank you for your consideration.

Sincerely

  
Mark Buschbacher  
President / CEO  
Serenity House Counseling Services

RECEIVED  
FEB 20 2024  
COMMUNITY DEVELOPMENT  
COMMISSION

<b>Project Timeline</b>	<b>Date</b>
Purchase Contract / Option Signed	N/A
Property Acquisition Complete	N/A
Zoning Approvals Obtained	N/A
Detailed Program Design Completed	10/1/22
All Sources of Funding Obtained	10/1/22
Final Bid Specifications Completed	3/1/23
Bids Obtained	6/30/23
Permits Obtained	4/1/23
Construction to Begin	9/15/23
Request for Payment Submitted to CDC	1/22/24
50% of Project Completed	1/15/24
50% of CDBG funds drawn	3/10/24
Request for Payment Submitted to CDC	5/1/24
Construction Completed	3/14/24
100% of CDBG Funds Drawn (Final Request for Payment & All Required Documentation Submitted to CDC)	<b>6/15/24</b>
Programming Begins in Building	4/1/24



MODIFICATION TWO TO COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)  
PROGRAM AGREEMENT BETWEEN THE COUNTY OF DUPAGE AND SERENITY  
HOUSE COUNSELING SERVICES, INC.  
PROJECT NUMBER CD22-07

THIS MODIFICATION TWO TO AGREEMENT is entered into this \_\_\_\_\_ day of April 2024 by and between the COUNTY OF DU PAGE, Illinois (hereinafter called "COUNTY") and SERENITY HOUSE COUNSELING SERVICES, INC., with a principal place of business located at 891 S. Rohlwing Rd., Addison, IL. 60101, (hereinafter called "SUBGRANTEE"). The purpose of this MODIFICATION TWO TO AGREEMENT is to modify an existing agreement between the above parties known as Community Development Commission Agreement CD22-07, which was adopted by Resolution HHS-R-0068-29 on February 8, 2022, to grant funding in the amount of \$400,000.00, of which \$400,000.00 is unexpended, for the purpose of Women's Extended Residential Care Expansion at 891 Rohlwing Rd., Addison, IL. 60101. Modification One to the Agreement was approved by the Community Services Director on October 24, 2023 for the purpose of extending the time period covered by the Agreement to March 15, 2024, (hereinafter, together with any previous modifications thereto, called "Agreement").

In consideration of the premises of the Agreement, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereby agree to the following modification of the terms of the Agreement in accordance with Section XII. A. of the Agreement:

1. The time period covered by the Agreement is hereby extended to June 15, 2024.

In all other respects, the terms and conditions of the Agreement shall remain in full force and effect.

It is acknowledged that the Agreement Modification is being requested after the grant expiration date of March 15, 2024, however, there has not been a lapse in grant funding.

IN WITNESS WHEREOF, the parties hereto have executed this Modification on the  
dates recited below:

SERENITY HOUSE COUNSELING SERVICES, INC.  
An Illinois Not-For-Profit Corporation

By: \_\_\_\_\_  
Mark Buschbacher, Executive Director

Date: \_\_\_\_\_

Attest: \_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

COUNTY OF DU PAGE, a body politic in the  
State of Illinois

\_\_\_\_\_  
Deborah A. Conroy  
DuPage County Board Chair

Date: \_\_\_\_\_

Attest: \_\_\_\_\_  
Jean Kaczmarek, County Clerk



## Care Center Requisition \$30,000 and Over

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

---

**File #:** HS-P-0020-24

**Agenda Date:** 4/16/2024

**Agenda #:** 7.A.

---

AWARDING RESOLUTION  
ISSUED TO CLIFTONLARSONALLEN LLP (CLA)  
FOR PREPARATION AND SUBMISSION OF ANNUAL  
MEDICARE AND MEDICAID COST REPORTS  
FOR THE DUPAGE CARE CENTER  
(CONTRACT AMOUNT \$33,200.00)

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

WHEREAS, the Human Services Committee recommends County Board approval for the issuance of a contract purchase order for preparation and submission of annual Medicare and Medicaid cost reports, for the period May 1, 2024 through April 30, 2028, for the DuPage Care Center.

NOW, THEREFORE BE IT RESOLVED, that said contract for the issuance of a contract purchase order for preparation and submission of annual Medicare and Medicaid cost reports, for the period May 1, 2024 through April 30, 2028, for the DuPage Care Center, be, and it is hereby approved for issuance of a contract purchase order by the Procurement Division to 833 West Lincoln Highway, Suite 210W, Schererville, Indiana 46375, for a total contract amount of \$33,200.00; per RFP #24-001-DCC.

Enacted and approved this 23rd day of April, 2024 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

<b>General Tracking</b>		<b>Contract Terms</b>	
FILE ID#: 24-1165	RFP, BID, QUOTE OR RENEWAL #: 24-001-DCC	INITIAL TERM WITH RENEWALS: 4 YRS + 0 TERM PERIOD	INITIAL TERM TOTAL COST: \$33,200.00
COMMITTEE: HUMAN SERVICES	TARGET COMMITTEE DATE: 04/16/2024	PROMPT FOR RENEWAL: 6 MONTHS	CONTRACT TOTAL COST WITH ALL RENEWALS: \$33,200.00
	CURRENT TERM TOTAL COST: \$33,200.00	MAX LENGTH WITH ALL RENEWALS: FOUR YEARS	CURRENT TERM PERIOD: INITIAL TERM
<b>Vendor Information</b>		<b>Department Information</b>	
VENDOR: CliftonLarsonAllen LLP (CLA)	VENDOR #: 25914	DEPT: DuPage Care Center	DEPT CONTACT NAME: Inva Memisha
VENDOR CONTACT: Matt Larsh	VENDOR CONTACT PHONE: 630-368-3666	DEPT CONTACT PHONE #: 630-784-4219	DEPT CONTACT EMAIL: inva.memisha@dupagecounty.gov
VENDOR CONTACT EMAIL: matthew.larsh@CLAconnect.com	VENDOR WEBSITE:	DEPT REQ #: 7447	
<b>Overview</b>			
DESCRIPTION Identify scope of work, item(s) being purchased, total cost and type of procurement (i.e., lowest bid, RFP, renewal, sole source, etc.). Preparation and submission of annual Medicare and Medicaid cost reports for the DuPage Care Center, for the period May 1, 2024 through April 30, 2028, for a total contract amount not to exceed \$33,200.00, per RFP #24-001-DCC.			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished As a requirement for Medicare (Federal) and Medicaid (State), the Care Center will stay compliant with both programs' requirements, thus allowing funding from both to continue. This contract will cover cost reports for FY 24, 25, 26 & 27 - cost reports must be submitted by April 30th of each year.			

### SECTION 2: DECISION MEMO REQUIREMENTS

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

### SECTION 3: DECISION MEMO

STRATEGIC IMPACT	Select an item from the following dropdown menu of County's strategic priorities that this action will most impact. FINANCIAL PLANNING
SOURCE SELECTION	Describe method used to select source. RFP #24-001-DCC 57 Invitations were sent out 2 Documents were requested by Vendors 2 Request for Proposals were received
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) DuPage Care Center recommends that CliftonLarsonAllen, LLP (CLA) be engaged to prepare the DuPage Care Center's Medicare and Medicaid cost report for the Fiscal Years 24, 25, 26 & 27. 2) Do not approve CliftonLarsonAllen, LLP (CLA) to prepare the Care Center's Medicare and Medicaid cost reports, however, DuPage Care Center is required to submit both Medicare and Medicaid cost reports to the State and Federal Government.

## SECTION 4: SOLE SOURCE MEMO/JUSTIFICATION

<b>JUSTIFICATION</b>	Select an item from the following dropdown menu to justify why this is a sole source procurement.
<b>NECESSITY AND UNIQUE FEATURES</b>	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.
<b>MARKET TESTING</b>	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.
<b>AVAILABILITY</b>	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.

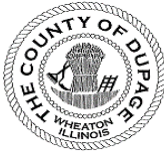
## SECTION 5: Purchase Requisition Information

<i>Send Purchase Order To:</i>		<i>Send Invoices To:</i>	
Vendor: CliftonLarsonAllen, LLP (CLA)	Vendor#: 25914	Dept: DuPage Care Center	Division: Financial Services - Business Office
Attn: Matt Larsh	Email: matthew.larsh@CLAconnect.com	Attn: Inva Memisha	Email: Inva.memisha@dupagecounty.gov
Address: 833 West Lincoln Highway, Suite 210W	City: Schereville	Address: 400 N. County Farm Road	City: Wheaton
State: IN	Zip: 46375	State: IL	Zip: 60187
Phone: 219-864-0055	Fax:	Phone: 630-784-4219	Fax:
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: CliftonLarsonAllen, LLP (CLA)	Vendor#: 25914	Dept: DuPage Care Center	Division: Financial Services - Business Office
Attn:	Email:	Attn: Inva Memisha	Email: Inva.memisha@dupagecounty.gov
Address: PO Box 775967	City: Chicago	Address: 400 N. County Farm Road	City: Wheaton
State: IL	Zip: 60677-5967	State: IL	Zip: 60187
Phone:	Fax:	Phone: 630-784-4219	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): May 1, 2024	Contract End Date (PO25): April 30, 2028
Contract Administrator (PO25): Christine Kliebhan			

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		Medicare and Medicaid Cost Report for FY24	FY25	1200	2010	53000		8,000.00	8,000.00
2	1	EA		Medicare and Medicaid Cost Report for FY25	FY26	1200	2010	53000		8,200.00	8,200.00
3	1	EA		Medicare and Medicaid Cost Report for FY26	FY27	1200	2010	53000		8,400.00	8,400.00
4	1	EA		Medicare and Medicaid Cost Report for FY27	FY28	1200	2010	53000		8,600.00	8,600.00
<b><i>FY is required, assure the correct FY is selected.</i></b>										Requisition Total	\$ 33,200.00

Comments	
HEADER COMMENTS	Provide comments for P020 and P025. Preparation and submission of annual Medicare and Medicaid cost reports for the DuPage Care Center, for the period May 1, 2024 through April 30, 2028, for a total contract amount not to exceed \$33,200.00, per RFP #24-001-DCC.
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO. April 16, 2024 Human Services Committee    April 23, 2024 County Board
INTERNAL NOTES	Provide comments for department internal use (not for P020 and P025). Comments will not appear on PO.
APPROVALS	Department Head signature approval for procurements under \$15,000. Procurement Officer Approval for ETSB.

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



THE COUNTY OF DUPAGE  
FINANCE - PROCUREMENT  
MEDICARE / MEDICAID COST REPORTS 24-001-DCC  
BID TABULATION

✓

Criteria	Available Points	P&M Holding Group, LLC d/b/a Plante & Moran, PLLC	CliftonLarsonAllen LLP
Firm Qualifications	10	10.00	10.00
Key Qualifications	10	8.50	10.00
Project Understanding	55	51.50	55.00
Price	25	25.00	20.71
Total	100	95.00	95.71

Fee and Rate Proposal (Design Only)	\$ 27,500.00	\$ 33,200.00
Percentage of points	100%	83%
Points awarded (wtd against lowest price)	25.00	20.71

NOTES

RFP Posted on 03/12/2024 Bid Opened On 03/28/2024, 2:30 PM by	DW,BR
Invitations Sent	57
Total Requesting Documents	2
Total Bid Responses Received	2

Proposal form

**SECTION 9 - PROPOSAL FORM**

(PLEASE TYPE OR PRINT THE FOLLOWING INFORMATION)

Full Name of Offeror	CliftonLarsonAllen LLP (CLA)
Main Business Address	833 West Lincoln Highway
	Suite 210W
City, State, Zip Code	Schererville, Indiana 46375
Telephone Number	630-368-3666
Fax Number	219-864-0055
Proposal Contact Person	Matt Larsh, Signing Director
Email Address	matthew.larsh@CLAconnect.com

The undersigned certifies that he is:

☐ the Owner/Sole Proprietor
 ☒ a Member of the ~~Partnership~~ LLP\*
☐ an Officer of the Corporation
 ☐ a Member of the Joint Venture

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

<u>Jen Leary, Chief Executive Officer</u> (President or Partner)	<u>Heidi Hillman, Managing Principal, Financial Operations</u> (Vice-President or Partner)
<u>Joseph Kask, Regional Managing Principal</u> (Secretary or Partner)	<u>Joseph Kask, Regional Managing Principal</u> (Treasurer or Partner)

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

Further, the undersigned proposes and agrees, if this Proposal is accepted, to provide all necessary machinery, tools, apparatus and other means of construction, including transportation services necessary to furnish all the materials and equipment specified or referred to in the contract documents in the manner and time therein prescribed. Further, the undersigned certifies and warrants that he is duly authorized to execute this certification/affidavit on behalf of the Offeror and in accordance with the Partnership Agreement or by-laws of the Corporation, and the laws of the State of Illinois and that this Certification is binding upon the Offeror and is true and accurate.

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

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

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

THE COUNTY OF DUPAGE  
MEDICAID/MEDICARE COST REPORTING 24-001-DCC  
Page 20 of 27

\*CLA is a limited liability partnership, with more than 1,200 principals (including over 375 principals), none of whom own more than 2% interest in the firm.



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

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

**PROPOSAL AWARD CRITERIA**

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

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

**Signature on File**

X Matt Larsh                      Signing Director  
(Signature and Title)

CORPORATE SEAL  
(If available)

**PROPOSAL MUST BE SIGNED FOR CONSIDERATION**

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

\_\_\_\_\_

My Commission Expires: \_\_\_\_\_  
(Notary Public)





March 28, 2024

**Price proposal to provide professional  
Medicaid/Medicare Cost Reporting services to:**

## **DuPage County Care Center**

**Invitation #: 24-001-DCC**

Prepared by:

**CliftonLarsonAllen LLP (CLA)**

833 West Lincoln Highway, Suite 210W  
Schererville, Indiana 46375

**Matt Larsh, Signing Director**

matthew.larsh@CLAconnect.com | Direct 630-368-3666

[CLAconnect.com](https://www.CLAconnect.com)

CPAS | CONSULTANTS | WEALTH ADVISORS

CLA (CliftonLarsonAllen LLP) is an independent network member of CLA Global. See [CLAGlobal.com/disclaimer](https://www.CLAGlobal.com/disclaimer).

Investment advisory services are offered through CliftonLarsonAllen Wealth Advisors, LLC, an SEC-registered investment advisor.

## 5. Price

CLA's bid contains all pricing information relative to performing the preparation of both cost reports.

### a) Not-to-exceed fees

Below are CLA's annual not-to-exceed fee for services for fiscal year ended November 30, 2024, November 30, 2025, November 30, 2026, and November 30, 2027.

SECTION 8 – PRICE PROPOSAL				
NO	ITEM	UOM	QTY	EXTENDED PRICE
1	Medicare and Medicaid Reports for FY24	LS	1	\$ 8,000
2	Medicare and Medicaid Reports for FY25	LS	1	\$ 8,200
3	Medicare and Medicaid Reports for FY26	LS	1	\$ 8,400
4	Medicare and Medicaid Reports for FY27	LS	1	\$ 8,600
GRAND TOTAL				\$ 33,200
GRAND TOTAL (In words) Thirty-three thousand two hundred.				

---

THE COUNTY OF DUPAGE  
MEDICAID/MEDICARE COST REPORTING 24-001-DCC  
Page 19 of 27





## b) Rate card for additional work

The table below shows our standard hourly billing rates by classification:

Staff Level	Hourly Rate
Principal/Signing Director	\$345+
Director	\$230 - \$320
Manager	\$185 - \$285
Senior	\$160 - \$220
Associate	\$140 - \$170

### Ongoing consultation

Our quoted fee includes routine general consultation throughout the year, however, if you seek a written opinion, or if the issue requires us to perform research, we will bill you at our standard rates for these services. We will discuss these fees with you before we conduct our work.



# Vendor ethics disclosure form

## VENDOR ETHICS DISCLOSURE FORM



### Required Vendor Ethics Disclosure Statement

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

Date: March 28, 2024

Bid/Contract/PO #:

Company Name: CliftonLarsonAllen LLP (CLA)	Company Contact: Matt Larsh, Signing Director
Contact Phone: 630-368-3666	Contact Email: matthew.larsh@CLAconnect.com

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

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

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

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

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

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

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

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

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

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

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

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

Authorized Signature **Signature on File**

Printed Name: Matt Larsh  
Title: Signing Director  
Date: March 28, 2024

Attach additional sheets if necessary. Sign each sheet and number each page. Page 1 of 1 (total number of pages)

FORM OPTIMIZED FOR ADOBE ACROBAT AND ADOBE READER VERSION 9 OR LATER

Rev 1.1  
4/1/16

THE COUNTY OF DUPAGE  
MEDICAID/MEDICARE COST REPORTING 24-001-DCC  
Page 23 of 27





## Care Center Requisition Under \$30,000

421 N. COUNTY FARM  
ROAD  
WHEATON, IL 60187  
[www.dupagecounty.gov](http://www.dupagecounty.gov)

---

**File #:** 24-1270

**Agenda Date:** 4/16/2024

**Agenda #:** 7.B.

---



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

### SECTION 1: DESCRIPTION

General Tracking		Contract Terms	
FILE ID#: 24-1208	RFP, BID, QUOTE OR RENEWAL #: 24-042-DCC	INITIAL TERM WITH RENEWALS: 2 YRS + 1 X 2 YR TERM PERIOD	INITIAL TERM TOTAL COST: \$29,500.00
COMMITTEE: HUMAN SERVICES	TARGET COMMITTEE DATE: 04/16/2024	PROMPT FOR RENEWAL: 6 MONTHS	CONTRACT TOTAL COST WITH ALL RENEWALS: \$29,500.00
	CURRENT TERM TOTAL COST: \$29,500.00	MAX LENGTH WITH ALL RENEWALS: FOUR YEARS	CURRENT TERM PERIOD: INITIAL TERM
Vendor Information		Department Information	
VENDOR: AirGas USA, LLC	VENDOR #: 10674	DEPT: DuPage Care Center	DEPT CONTACT NAME: Vinit Patel
VENDOR CONTACT: Joel Thoms	VENDOR CONTACT PHONE: 630-231-7760	DEPT CONTACT PHONE #: 630-784-4273	DEPT CONTACT EMAIL: vinit.patel@dupagecounty.gov
VENDOR CONTACT EMAIL: joel.thoms@airgas.com	VENDOR WEBSITE:	DEPT REQ #: 7448	
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.). Furnish and deliver Oxygen, Helium and Carbon Dioxide, for the DuPage Care Center, for the period June 1, 2024 through May 31, 2026, for a total contract not to exceed \$29,500.00, per bid #24-042-DCC.			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished Residents of the DuPage Care Center often times are compromised in the ability to breath. Therefore, to meet this medical need, the Care Center provided liquid Oxygen to allow for greater independence of the residents. This will have an overall positive effect to the Resident's quality of Life. NOTE: Carbon Dioxide is used for stubborn clogs and Helium is used by Recreation Department to fill birthday balloons for the residents and fundraising events for the Care Center. Both these 2 items are part of contract as needed and rarely purchased.			

### SECTION 2: DECISION MEMO REQUIREMENTS

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

### SECTION 3: DECISION MEMO

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

## SECTION 4: SOLE SOURCE MEMO/JUSTIFICATION

<b>JUSTIFICATION</b>	Select an item from the following dropdown menu to justify why this is a sole source procurement.
<b>NECESSITY AND UNIQUE FEATURES</b>	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.
<b>MARKET TESTING</b>	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.
<b>AVAILABILITY</b>	Describe steps taken to verify that these features are not available elsewhere. Included a detailed list of all products or services by brand/manufacturer examined and include names, phone numbers, and emails of people contacted.

## SECTION 5: Purchase Requisition Information

<i>Send Purchase Order To:</i>		<i>Send Invoices To:</i>	
Vendor: AirGas USA, LLC	Vendor#: 10674	Dept: DuPage Care Center	Division: Environmental Services
Attn: Joel Thoms	Email: joel.thoms@airgas.com	Attn: Nancy Palima	Email: nancy.palima@dupagecounty.gov
Address: 259 N. Radnor-Chester Road	City: Radnor	Address: 400 N. County Farm Road	City: Wheaton
State: PA	Zip: 19087	State: IL	Zip: 60187
Phone: 630-465-1835	Fax:	Phone: 630-784-4422	Fax:
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: AirGas USA, LLC	Vendor#: 10674	Dept: DuPage Care Center	Division: Environmental Services
Attn: Joel Thoms	Email:	Attn: Vinit Patel	Email: vinit.patel@dupagecounty.gov
Address: 1250 W. Washington Street	City: West Chicago	Address: 400 N. County Farm Road	City: Wheaton
State: IL	Zip: 60185	State: IL	Zip: 60187
Phone: 630-465-1835	Fax:	Phone: 630-4273	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): June 1, 2024	Contract End Date (PO25): May 31, 2026
Contract Administrator (PO25): Christine Kliebhan			

**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		Oxygen, Helium & Carbon Dioxide	FY24	1200	2075	52320		1,200.00	1,200.00
2	1	EA		Rental	FY24	1200	2075	53410		6,000.00	6,000.00
3	1	EA		Oxygen, Helium & Carbon Dioxide	FY25	1200	2075	52320		2,400.00	2,400.00
4	1	EA		Rental	FY25	1200	2075	53410		12,700.00	12,700.00
5	1	EA		Oxygen, Helium & Carbon Dioxide	FY26	1200	2075	52320		1,200.00	1,200.00
6	1	EA		Rental	FY26	1200	2075	53410		6,000.00	6,000.00
<b><i>FY is required, assure the correct FY is selected.</i></b>										Requisition Total	\$ 29,500.00

<i>Comments</i>	
HEADER COMMENTS	Provide comments for P020 and P025. Furnish and deliver Oxygen, Helium and Carbon Dioxide, for the DuPage Care Center, for the period June 1, 2024 through May 31, 2026, for a total contract not to exceed \$29,500.00, per bid #24-042-DCC.
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO. April 16, 2024 Human Services Committee                      April 23, 2024 County Board
INTERNAL NOTES	Provide comments for department internal use (not for P020 and P025). Comments will not appear on PO.
APPROVALS	Department Head signature approval for procurements under \$15,000. Procurement Officer Approval for ETSB.

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



THE COUNTY OF DUPAGE  
FINANCE - PROCUREMENT  
OXYGEN, HELIUM & CARBON DIOXIDE  
24-042-DCC  
BID TABULATION

				Airgas, Inc.	
NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE
1	Medical Oxygen Type H (249 cu ft)	EA	400	\$ 28.32	\$ 11,328.00
2	Monthly Type H Cylinder Rental Charge	EA	864	\$ 8.70	\$ 7,516.80
3	Medical Oxygen Type E Tank w/ Build in Regulator (23 cu ft)	EA	200	\$ 8.05	\$ 1,610.00
4	Monthly Type E Cylinder Rental Charge	EA	576	\$ 8.10	\$ 4,665.60
5	Helium Type K (217 cu ft)	EA	20	\$ 295.00	\$ 5,900.00
6	Monthly Type K Cylinder Rental Charge	EA	96	\$ 8.70	\$ 835.20
7	Carbon Dioxide Liquid Siphon Tube Type G (50 lbs.)	EA	24	\$ 52.00	\$ 1,248.00
8	Monthly Type G Cylinder Rental Charge	EA	96	\$ 8.70	\$ 835.20
9	Trip/Delivery Charge (if any, must include any hazmat or other fees)	EA	48	\$ 80.00	\$ 3,840.00
GRAND TOTAL					\$ 37,778.80

NOTES

1. Linde Gas and Equipment has been deemed non-responsive due to not including required documents.

Bid Opening 4/2/2024 @ 4:00 PM	BR, HK
Invitations Sent	6
Total Vendors Requesting Documents	0
Total Bid Responses	2

QUOTE SIGNATURE PAGE

OXYGEN, HELIUM & CARBON DIOXIDE 24-042-DCC

Signature on File

X  
/

\_\_\_\_\_  
(Signature and Title)

3/28/2024  
(Date)

QUOTATION MUST BE SIGNED FOR CONSIDERATION

(PLEASE TYPE OR PRINT THE FOLLOWING INFORMATION)

Full Business Name of Bidder	Airgas Healthcare
Main Business Address	1250 W Washington St.
City, State, Zip Code	West Chicago, IL 60185
Telephone Number	630-231-7760
Email Address	Joel.Thoms@airgas.com
Bid Contact Person	Joel Thoms 630-465-1835



## PRICE

The Contractor shall provide pricing for Section 1. Any quantities shown are estimated only for bid canvassing purposes. The County has made a good faith effort to estimate the quantity requirements for the contract term. The County reserves the right to increase or decrease quantities ordered under this contract. All goods are to be shipped F.O.B. Destination.

### Section 1

NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE
1	Medical Oxygen Type H (249 cu ft)	EA	400	\$28.32	\$11,328
2	Monthly Type H Cylinder Rental Charge	EA	864	\$8.70	\$7,516.80
3	Medical Oxygen Type E Tank w/ Build in Regulator (23 cu ft)	EA	200	\$8.05	\$1,610
4	Monthly Type E Cylinder Rental Charge	EA	576	\$8.10	\$4,665.60
5	Helium Type K (217 cu ft)	EA	20	\$295.00	\$5,900
6	Monthly Type K Cylinder Rental Charge	EA	96	\$8.70	\$835.20
7	Carbon Dioxide Liquid Siphon Tube Type G (50 lbs.)	EA	24	\$52.00	\$1,248.00
8	Monthly Type G Cylinder Rental Charge	EA	96	\$8.70	\$835.20
9	Trip/Delivery Charge (if any, must include any hazmat or other fees)	EA	48	\$80.00	\$3,840.00
GRAND TOTAL					\$37,778.80
GRAND TOTAL (In words) <i>Thirty-Seven thousand, seven hundred seventy-eight dollars and eighty cents.</i>					

### Section 2

Location of nearest service facility must be stated below:

*Airgas West Chicago - 1250 W Washington St., West Chicago, IL 60185*

A condition of the bid is that a representative of the successful Contractor makes weekly calls to the County office in order to lend his professional advice regarding ways the County can reduce cost, such as by suggesting items and brands that represent better dollar value. Representatives must be available to consult with various County Departments regarding their requirements to review and expedite all back orders.



## Required Vendor Ethics Disclosure Statement

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

Date: 3/28/2024

Bid/Contract/PO #: 24-042-DLL

Company Name: <u>Airgas USA LLC</u>	Company Contact: <u>Joel Thoms</u>
Contact Phone: <u>630-465-1835</u>	Contact Email: <u>Joel.Thoms@airgas.com</u>

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

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

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

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

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

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

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

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

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

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

The full text for the county's ethics and procurement policies and ordinances are available at:

[http://www.dupagecounty.gov/government/county\\_board/ethics\\_at\\_the\\_county/](http://www.dupagecounty.gov/government/county_board/ethics_at_the_county/)

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

Signature on File

Authorized Signature

Printed Name

Title

Date

Joel Thoms  
Healthcare Specialist  
3/28/2024



## Budget Transfer

421 N. COUNTY FARM  
ROAD  
WHEATON, IL 60187  
[www.dupagecounty.gov](http://www.dupagecounty.gov)

---

**File #:** 24-1271

**Agenda Date:** 4/16/2024

**Agenda #:** 8.A.

---

FY23

DuPage County, Illinois  
BUDGET ADJUSTMENT  
Effective January 22, 2024

From: 1000  
Company #

HUMAN SERVICES  
From: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance		Date of Balance	B/S Fund
					Prior to Transfer	After Transfer		
1750	50000		REGULAR SALARIES	\$ 1,000.00	129,019.92	128,019.92	4/9/24	1000-9100
Total				\$ 1,000.00				

To: 1000  
Company #

HUMAN SERVICES  
To: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance		Date of Balance	B/S Fund
					Prior to Transfer	After Transfer		
1750	51010		EMPLOYER SHARE I.M.R.F.	\$ 500.00	368.29	868.29	4/9/24	1000-9100
1750	51030		EMPLOYER SHARE SOCIAL SECURITY	\$ 500.00	330.44	830.44	4/9/24	1000-9100
Total				\$ 1,000.00				

Reason for Request:

Transfer so that payroll can be moved from a grant into the General Fund. Matching amount of expense will instead be reimbursed by the FY24 grant in 2024, but cannot be paid for in 2023 as the State's 2023 fiscal year has closed.

Signature on File

Department Head

Signature on File

Chief Financial Officer

Activity

(optional)

4/9/24  
Date

4-10-24  
Date

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

Finance Department Use Only			
Fiscal Year <u>23</u>	Budget Journal # _____	Acctg Period _____	
Entered By/Date _____	Released & Posted By/Date _____		

HS - 4/16/24

FIN/CS - 4/23/24



## Facilities Management Requisition Over \$30K

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

---

**File #:** FM-P-0021-24

**Agenda Date:** 4/16/2024

**Agenda #:** 9.A.

---

AWARDING RESOLUTION  
ISSUED TO GROOT, INC.  
TO PROVIDE REFUSE DISPOSAL, RECYCLING,  
AND ASBESTOS PICK-UP SERVICES  
FOR FACILITIES MANAGEMENT  
(CONTRACT TOTAL AMOUNT: \$125,045.78)

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 Groot, Inc., to provide refuse disposal, recycling, and asbestos pick-up services, for the period June 1, 2024 through May 31, 2025, for Facilities Management.

NOW, THEREFORE BE IT RESOLVED, that County Contract, covering said, to provide refuse disposal, recycling, and asbestos pick-up services, for the period June 1, 2024 through May 31, 2025, for Facilities Management, be, and it is hereby approved for issuance of a contract by the Procurement Division to, Groot, Inc., 3 Waterway Square Place, Suite 110, The Woodlands, TX 77380, for a contract total amount not to exceed \$125,045.78, per renewal option under bid #22-026-FM, first of three options to renew. (\$1,125.14 for Animal Services, \$40,800 for the DuPage Care Center, and \$83,120.64 for Facilities Management)

Enacted and approved this 23<sup>rd</sup> day of April, 2024 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#: 24-1028	RFP, BID, QUOTE OR RENEWAL #: 22-026-FM	INITIAL TERM WITH RENEWALS: OTHER	INITIAL TERM TOTAL COST: \$245,187.79
COMMITTEE: PUBLIC WORKS	TARGET COMMITTEE DATE: 04/16/2024	PROMPT FOR RENEWAL: 3 MONTHS	CONTRACT TOTAL COST WITH ALL RENEWALS: \$495,279.35
	CURRENT TERM TOTAL COST: \$125,045.78	MAX LENGTH WITH ALL RENEWALS: ONE YEAR	CURRENT TERM PERIOD: FIRST RENEWAL
Vendor Information		Department Information	
VENDOR: Groot, Inc.	VENDOR #: 27954	DEPT: Facilities Management	DEPT CONTACT NAME: Mary Ventrella
VENDOR CONTACT: Bart Visser	VENDOR CONTACT PHONE: 630-383-6154	DEPT CONTACT PHONE #: 630-407-5705	DEPT CONTACT EMAIL: mary.ventrella@dupagecounty.gov
VENDOR CONTACT EMAIL: bvisser@groot.com	VENDOR WEBSITE:	DEPT REQ #:	
<b>Overview</b>			
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 Groot, Inc., to provide refuse disposal, recycling, and asbestos pick-up services for DuPage County facilities, for Facilities Management, for the period June 1, 2024 through May 31, 2025, for a contract total amount not to exceed \$125,045.78, per renewal option under bid #22-026-FM, first of three options to renew. (\$1,125.14 for Animal Services, \$40,800 for the DuPage Care Center, and \$83,120.64 for Facilities Management)			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished Refuse disposal, recycling services, asbestos pick-up, are necessary to maintain sanitation and compliance with DuPage County Environmental Responsibility and Conservation Policy which was passed by the County on August 18, 2008.			

### 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

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

## SECTION 4: SOLE SOURCE MEMO/JUSTIFICATION

<b>JUSTIFICATION</b>	Select an item from the following dropdown menu to justify why this is a sole source procurement.
<b>NECESSITY AND UNIQUE FEATURES</b>	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.
<b>MARKET TESTING</b>	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.
<b>AVAILABILITY</b>	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: Groot, Inc.	Vendor#: 27954	Dept: Facilities Management	Division:
Attn: Bart visser / Ted Vandernaald	Email: bvisser@groot.com tvandernaald@groot.com	Attn:	Email: FMAccountsPayable @dupagecounty.gov
Address: 3 Waterway Square Place, Suite110	City: The Woodlands	Address: 421 N. County Farm Road	City: Wheaton
State: TX	Zip: 77380	State: IL	Zip: 60187
Phone:	Fax:	Phone: 630-407-5700	Fax: 630-407-5701
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Groot, Inc.	Vendor#: 27954	Dept: Facilities Management	Division:
Attn:	Email:	Attn:	Email:
Address: PO Box 535233	City: Pittsburg	Address: various locations	City: Wheaton
State: PA	Zip: 15253-5233	State: IL	Zip: 60187
Phone:	Fax:	Phone:	Fax:
<b>Shipping</b>		<b>Contract Dates</b>	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Jun 1, 2024	Contract End Date (PO25): May 31, 2025
Contract Administrator (PO25): Mary Ventrella			

**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		Animal Services - Section 1	FY24	1100	1300	53810		562.57	562.57
2	1	LO		Care Center - Section 2	FY24	1200	2035	53810		20,400.00	20,400.00
3	1	LO		Facilities Management - Sections 4, 7, 8, 9, and Labor	FY24	1000	1100	53810		39,418.32	39,418.32
4	1	LO		Facilities Management - Grounds Section 4	FY24	1000	1102	53830		2,142.00	2,142.00
5	1	LO		Animal Services - Section 1	FY25	1100	1300	53810		562.57	562.57
6	1	LO		Care Center - Section 2	FY25	1200	2035	53810		20,400.00	20,400.00
7	1	LO		Facilities Management - Sections 4, 7, 8, 9, and Labor	FY25	1000	1100	53810		39,418.32	39,418.32
8	1	LO		Facilities Management - Grounds Section 4	FY25	1000	1102	53830		2,142.00	2,142.00
<b><i>FY is required, assure the correct FY is selected.</i></b>										Requisition Total	\$ 125,045.78

<i>Comments</i>	
HEADER COMMENTS	Provide comments for P020 and P025. Provide refuse disposal, recycling and asbestos pick-up services for DuPage 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, Kristie Lecaros, and Nancy Palima.
INTERNAL NOTES	Provide comments for department internal use (not for P020 and P025). Comments will not appear on PO. Public Works Committee: 04/16/24   Care Center Committee: 04/16/24   County Board: 04/23/24
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





## AMENDMENT FOR CONTRACT RENEWAL

This contract, made and entered into by The County of DuPage, 421 North County Farm Road, Wheaton, Illinois, 60187, hereinafter called the "COUNTY" and Groot Industries Inc. located at 1330 Gasket Drive, Elgin, IL 60120, hereinafter called the "CONTRACTOR", witnesseth;

The COUNTY and the CONTRACTOR have previously entered into a Contract, pursuant to Bid 22-026 which became effective on 6/1/2022 and which will expire 5/31/2024. The contract is subject to a first of three options to renew for a twelve (12) month period.

The parties now agree to renew said agreement, upon the same terms as previously agreed to including a one-time price adjustment of two percent (2%), as specified in the original contract.

The contract renewal shall be effective on the date of last signature, and shall terminate on 5/31/2025.

### CONTRACTOR

### THE COUNTY OF DUPAGE

**Signature on File**

SIGNATURE

*TED VANDER NAALD*

PRINTED NAME

*ACCOUNT REP*

PRINTED TITLE

*3/14/24*

DATE

SIGNATURE

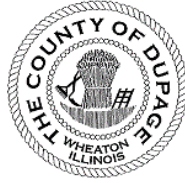
Henry Kocker

PRINTED NAME

Buyer I

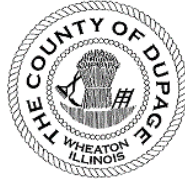
PRINTED TITLE

DATE



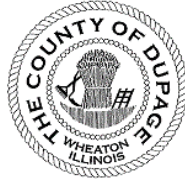
THE COUNTY OF DUPAGE  
FINANCE - PROCUREMENT  
REFUSE DISPOSAL, RECYCLING AND ASBESTOS PICK-UP SERVICES 22-026-  
FM  
BID TABULATION

					Groot, Inc.		SBC Waste Solutions Inc.	
NO.	DEPARTMENT	ITEM	UOM	QTY	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE
1	#1 - ANIMAL SERVICES	GROUP 1 - SCHEDULED TRASH PICK-UPS	MO	24	\$ 51.09	\$ 1,226.16	\$ 60.00	\$ 1,440.00
2		GROUP 4 - SCHEDULED RECYCLED PICK-UPS	MO	24	\$ 35.00	\$ 840.00	\$ 60.00	\$ 1,440.00
3	#2 - CARE CENTER	GROUP 1 - SCHEDULED TRASH PICK-UPS	MO	24	\$ 326.60	\$ 7,838.40	\$ 4,000.00	\$ 96,000.00
4		GROUP 3 - TRASH COMPACTOR RENTAL	MO	24	\$ 115.00	\$ 2,760.00	\$ 250.00	\$ 6,000.00
5		GROUP 3 - TRASH COMPACTOR RENTAL	MO	24	NO CHARGE		\$ 280.00	\$ 6,720.00
6		GROUP 5 - ESTIMATED ON CALL RECYCLED PICK-UPS	MO	24	\$ 140.00	\$ 3,360.00	\$ 250.00	\$ 6,000.00
	#3 - DIVISION OF TRANSPORTATION	GROUP 1 - SCHEDULED TRASH PICK-UPS						
7		Highway Garage - 140 N. County Farm Road	MO	24	\$ 51.09	\$ 1,226.16	\$ 60.00	\$ 1,440.00
8		Highway Garage - 180 N. County Farm Road	MO	24	\$ 51.09	\$ 1,226.16	\$ 60.00	\$ 1,440.00
		GROUP 2 - ESTIMATED ON CALL PICK-UPS						
9		Highway Garage - 140 N. County Farm Road	MO	52	\$ 305.00	\$ 15,860.00	\$ 295.00	\$ 15,340.00



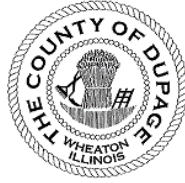
THE COUNTY OF DUPAGE  
FINANCE - PROCUREMENT  
REFUSE DISPOSAL, RECYCLING AND ASBESTOS PICK-UP SERVICES 22-026-  
FM  
BID TABULATION

NO.	DEPARTMENT	ITEM	UOM	QTY	Groot, Inc.		SBC Waste Solutions Inc.	
					PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE
10		Highway Garage - 140 N. County Farm Road	MO	52	\$ 305.00	\$ 15,860.00	\$ 395.00	\$ 20,540.00
		<b>GROUP 4 - SCHEDULED RECYCLED PICK-UPS</b>						
11		Highway Garage - 140 N. County Farm Road	MO	24	\$ 35.00	\$ 840.00	\$ 40.00	\$ 960.00
12		Highway Garage - 180 N. County Farm Road	MO	24	\$ 35.00	\$ 840.00	\$ 40.00	\$ 960.00
		<b>GROUP 1 - SCHEDULED TRASH PICK-UPS</b>						
13		Children's Center	MO	24	\$ 51.09	\$ 1,226.16	\$ 60.00	\$ 1,440.00
14		Coroner's Office	MO	24	\$ 51.09	\$ 1,226.16	\$ 60.00	\$ 1,440.00
15		Election Commission Warehouse	MO	24	\$ 51.09	\$ 1,226.16	\$ 60.00	\$ 1,440.00
16		Sheriff	MO	24	\$ 130.28	\$ 3,126.72	\$ 120.00	\$ 2,880.00
17		Sheriff's Work Alternative Program	MO	24	\$ 40.00	\$ 960.00	\$ 60.00	\$ 1,440.00
		<b>GROUP 2 - ESTIMATED ON CALL PICK-UPS</b>						



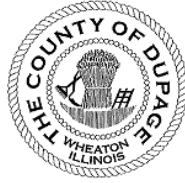
THE COUNTY OF DUPAGE  
FINANCE - PROCUREMENT  
REFUSE DISPOSAL, RECYCLING AND ASBESTOS PICK-UP SERVICES 22-026-  
FM  
BID TABULATION

NO.	DEPARTMENT	ITEM	UOM	QTY	Groot, Inc.		SBC Waste Solutions Inc.	
					PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE
18	#4 - FACILITIES MANAGEMENT	Judicial Office Facility	EA	100	\$ 326.60	\$ 32,660.00	\$ 400.00	\$ 40,000.00
19		JTK Administration Bldg.	EA	30	\$ 326.60	\$ 9,798.00	\$ 495.00	\$ 14,850.00
20		Sheriff	EA	110	\$ 326.60	\$ 35,926.00	\$ 495.00	\$ 54,450.00
21		FM - Grounds	MO	24	\$ 350.00	\$ 8,400.00	\$ 350.00	\$ 8,400.00
		<b>GROUP 3 - TRASH COMPACTOR RENTAL</b>						
22		JTK Administration Bldg.	MO	24	\$ 115.00	\$ 2,760.00	\$ 300.00	\$ 7,200.00
23		Sheriff	MO	24	\$ 115.00	\$ 2,760.00	\$ 300.00	\$ 7,200.00
24		Judicial Office Facility	MO	24	\$ 115.00	\$ 2,760.00	\$ 300.00	\$ 7,200.00
		<b>GROUP 4 - SCHEDULED RECYCLED PICK-UPS</b>						
25		Children's Center	MO	24	\$ 35.00	\$ 840.00	\$ 40.00	\$ 960.00
26		Sheriff	MO	24	\$ 130.28	\$ 3,126.72	\$ 120.00	\$ 2,880.00



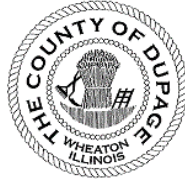
THE COUNTY OF DUPAGE  
FINANCE - PROCUREMENT  
REFUSE DISPOSAL, RECYCLING AND ASBESTOS PICK-UP SERVICES 22-026-  
FM  
BID TABULATION

					Groot, Inc.		SBC Waste Solutions Inc.	
NO.	DEPARTMENT	ITEM	UOM	QTY	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE
27		Sheriff's Work Alternative Program	MO	24	\$ 35.00	\$ 840.00	\$ 40.00	\$ 960.00
28		Election Commission Warehouse	MO	24	\$ 51.09	\$ 1,226.16	\$ 60.00	\$ 1,440.00
		<b>GROUP 5 - ESTIMATED ON CALL RECYCLED PICK-UPS</b>						
29		Judicial Office Facility	EA	30	\$ 326.60	\$ 9,798.00	\$ 200.00	\$ 6,000.00
30		JTK Administration Bldg.	EA	30	\$ 326.60	\$ 9,798.00	\$ 200.00	\$ 6,000.00
31	#5 - HEALTH DEPARTMENT	<b>GROUP 1 - SCHEDULED TRASH PICK-UPS</b>	MO	24	\$ 260.56	\$ 6,253.44	\$ 360.00	\$ 8,640.00
32		<b>GROUP 4 - SCHEDULED RECYCLED PICK-UPS</b>	MO	24	\$ 102.19	\$ 2,452.56	\$ 120.00	\$ 2,880.00
33	#5 - COMMUNITY CENTER	<b>GROUP 1 - SCHEDULED TRASH PICK-UPS</b>	MO	24	\$ 204.38	\$ 4,905.12	\$ 150.00	\$ 3,600.00
34		<b>GROUP 4 - SCHEDULED RECYCLED PICK-UPS</b>	MO	24	\$ 102.19	\$ 2,452.56	\$ 120.00	\$ 2,880.00
		<b>GROUP 1 - SCHEDULED TRASH PICK-UPS</b>						
35		Woodridge Greene Valley Wastewater Treatment Facility	MO	24	\$ 102.19	\$ 2,452.56	\$ 150.00	\$ 3,600.00



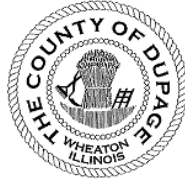
THE COUNTY OF DUPAGE  
FINANCE - PROCUREMENT  
REFUSE DISPOSAL, RECYCLING AND ASBESTOS PICK-UP SERVICES 22-026-  
FM  
BID TABULATION

					Groot, Inc.		SBC Waste Solutions Inc.	
NO.	DEPARTMENT	ITEM	UOM	QTY	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE
36	#6 - PUBLIC WORKS	Woodridge Greene Valley Wastewater Treatment Facility	MO	24	\$ 235.00	\$ 5,640.00	\$ 250.00	\$ 6,000.00
37		Underground Maintenance Facility	MO	24	\$ 102.19	\$ 2,452.56	\$ 160.00	\$ 3,840.00
38		Knollwood Wastewater Treatment Facility	MO	24	\$ 315.00	\$ 7,560.00	\$ 200.00	\$ 4,800.00
		<b>GROUP 2 - ESTIMATED ON CALL PICK-UPS</b>						
39		Woodridge Greene Valley Wastewater Treatment Facility	MO	24	\$ 40.00	\$ 960.00	\$ 100.00	\$ 2,400.00
		<b>GROUP 4 - SCHEDULED RECYCLED PICK-UPS</b>						
40		Woodridge Greene Valley Wastewater Treatment Facility	MO	24	\$ 51.09	\$ 1,226.16	\$ 80.00	\$ 1,920.00
		<b>GROUP 7 - ESTIMATED ON CALL GRIT PICK-UPS</b>						
41		Woodridge Greene Valley Wastewater Treatment Facility	MO	24	\$ 625.00	\$ 15,000.00	\$ 295.00	\$ 7,080.00
		<b>GROUP 2 - ESTIMATED ON CALL PICK-UPS</b>						
42		1.5 Cubic Yard Trash	EA	10	\$ 15.00	\$ 150.00	\$ 30.00	\$ 300.00



THE COUNTY OF DUPAGE  
FINANCE - PROCUREMENT  
REFUSE DISPOSAL, RECYCLING AND ASBESTOS PICK-UP SERVICES 22-026-  
FM  
BID TABULATION

					Groot, Inc.		SBC Waste Solutions Inc.	
NO.	DEPARTMENT	ITEM	UOM	QTY	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE
43	#7 - VARIOUS	3 Cubic Yard Trash	EA	10	\$ 30.00	\$ 300.00	\$ 40.00	\$ 400.00
44		4 Cubic Yard Trash	EA	10	\$ 40.00	\$ 400.00	\$ 60.00	\$ 600.00
45		6 Cubic Yard Trash	EA	10	\$ 60.00	\$ 600.00	\$ 80.00	\$ 800.00
46		8 Cubic Yard Trash	EA	10	\$ 80.00	\$ 800.00	\$ 100.00	\$ 1,000.00
47		15 Cubic Yard Trash	EA	10	\$ 300.00	\$ 3,000.00	\$ 300.00	\$ 3,000.00
48		20 Cubic Yard Trash	EA	10	\$ 325.00	\$ 3,250.00	\$ 350.00	\$ 3,500.00
49		30 Cubic Yard Trash	EA	20	\$ 350.00	\$ 7,000.00	\$ 425.00	\$ 8,500.00
50		30 Cubic Yard Commingled Recycle	EA	5	\$ 326.60	\$ 1,633.00	\$ 200.00	\$ 1,000.00
51	#8 - OEM / ETSB/DU-COMM	<b>GROUP 1 - SCHEDULED TRASH PICK-UPS</b>	EA	15	\$ 130.28	\$ 1,954.20	\$ 175.00	\$ 2,625.00
52		<b>GROUP 4 - SCHEDULED RECYCLED PICK-UPS</b>	EA	15	\$ 51.09	\$ 766.35	\$ 60.00	\$ 900.00
53	#9 - ASBESTOS PICK UP	<b>GROUP 6 - ESTIMATED ON CALL ASBESTOS PICK-UPS</b>	EA	6	\$ 525.00	\$ 3,150.00	\$ 1,000.00	\$ 6,000.00



THE COUNTY OF DUPAGE  
FINANCE - PROCUREMENT  
REFUSE DISPOSAL, RECYCLING AND ASBESTOS PICK-UP SERVICES 22-026-  
FM  
BID TABULATION



NO.	DEPARTMENT	ITEM	UOM	QTY	Groot, Inc.		SBC Waste Solutions Inc.	
					PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE
54	#10 - DUDOT Trail System	<b>GROUP 8 - SCHEDULED TRASH PICK-UPS</b>	EA	1976	\$ 5.54	\$ 10,947.04	\$ 28.95	\$ 57,205.20
<b>GRAND TOTAL</b>						<b>\$ 265,640.51</b>		<b>\$ 457,930.20</b>

NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE
1	LABOR RATE	HR	16	\$ 95.00	\$ 1,520.00	\$ 250.00	\$ 4,000.00

NOTES

1) Waste Management has been deemed non-responsive due to not providing pricing per requested scheduled pickup, for a 24-month term.

Bid Opening 4/13/2022 @ 2:30 PM	VC, DW
Invitations Sent	7
Total Vendors Requesting Documents	1
Total Bid Responses	3



DUPAGE COUNTY DEPARTMENT	GROUP NUMBER -TYPE OF SERVICE	ADDRESS	CONTAINER DESCRIPTION	PICK-UP SCHEDULE	PRICE MONTHLY CHARGE OR COST PER UNIT "AS NEEDED" PICK- UP	QUANTITY 24 MONTHS OR ESTIMATED NUMBER OF "AS NEEDED" PICK- UPS	EXTENDED PRICE SERVICE COST FOR 2 YEARS (PRICE x QUANTITY)
#1 - ANIMAL SERVICES	GROUP 1 - SCHEDULED TRASH PICK-UPS	120 N. County Farm Rd.	(1) 2 Cubic Yard Trash	Monday - Friday (Daily)	\$ 51.09	24	\$ 1,226.16
	GROUP 4 - SCHEDULED RECYCLED PICK-UPS		(1) 2 Cubic Yard Co-Mingled Recycling	Every Other Week	\$ 35.00	24	\$ 840.00
TOTAL #1 ANIMAL CONTROL							\$ 2,066.16
#2 - CARE CENTER	GROUP 1 - SCHEDULED TRASH PICK-UPS	400 N. County Farm Rd	(1) 28 Cubic Yard Self Contained Totally Sealed Trash Compactor	Monday & Thursday	\$ 326.60	24	\$ 7,838.40
	GROUP 3 - TRASH COMPACTOR RENTAL		(1) Compactor and Tipper Trash Lift/Used to tip Large Cans into Compactor	No Pick Up, Rental of Equipment	\$ 115.00	24	\$ 2,760.00
	GROUP 3 - TRASH COMPACTOR RENTAL		(7) 1 Cubic Yard tilt trucks	No Pick Up, Rental of Equipment	\$ -	24	\$ -
	GROUP 5 - ESTIMATED ON CALL RECYCLED PICK-UPS		(1) 33 Cubic Yard Compactor (County Owns Compactor and Box) Co-Mingled Recycling	On Call "as needed"	\$ 140.00	24	\$ 3,360.00
TOTAL #2 CONVALESCENT CENTER							\$ 13,958.40
#3 - DIVISION OF TRANSPORTATION	GROUP 1 - SCHEDULED TRASH PICK-UPS						
	Highway Garage	140 N. County Farm Rd	(1) 2 Cubic Yard Trash	Tuesday, Friday	\$ 51.09	24	\$ 1,226.16
	Highway Garage	180 N. County Farm Rd	(1) 2 Cubic Yard Trash	Tuesday, Friday	\$ 51.09	24	\$ 1,226.16
	GROUP 2 - ESTIMATED ON CALL PICK-UPS						
	Highway Garage	140 N. County Farm Rd	(1) 20 Cubic Yard Roll-Off	On Call "as needed"	\$ 305.00	52	\$ 15,860.00
	Highway Garage	140 N. County Farm Rd	(1) 30 Cubic Yard Roll-Off at Salt Dome	On Call "as needed"	\$ 345.00	52	\$ 17,940.00
	GROUP 4 - SCHEDULED RECYCLED PICK-UPS						
	Highway Garage	140 N. County Farm Rd	(1) 2 Cubic Yard Co-Mingled Recycling	Weekly	\$ 35.00	24	\$ 840.00
Highway Garage	180 N. County Farm Rd	(1) 2 Cubic Yard Co-Mingled Recycling	Weekly	\$ 35.00	24	\$ 840.00	
TOTAL #3 DIVISION OF TRANSPORTATION							\$ 37,932.32

DUPAGE COUNTY DEPARTMENT	GROUP NUMBER -TYPE OF SERVICE	ADDRESS	CONTAINER DESCRIPTION	PICK-UP SCHEDULE	PRICE MONTHLY CHARGE OR COST PER UNIT "AS NEEDED" PICK-UP	QUANTITY 24 MONTHS OR ESTIMATED NUMBER OF "AS NEEDED" PICK-UPS	EXTENDED PRICE SERVICE COST FOR 2 YEARS (PRICE x QUANTITY)
#4 - FACILITIES MANAGEMENT	GROUP 1 - SCHEDULED TRASH PICK-UPS						
	Children's Center	422 N. County Farm Rd	(1) 2 Cubic Yard Trash	Tuesday, Friday	\$ 51.09	24	\$ 1,226.16
	Coroner's Office	414 N. County Farm Rd	(1) 2 Cubic Yard Trash	Tuesday, Friday	\$ 51.09	24	\$ 1,226.16
	Election Commission Warehouse	2580 Diehl Rd. Aurora, IL	(1) 2 Cubic Yard Trash	Tuesday, Friday	\$ 51.09	24	\$ 1,226.16
	Sheriff	501 N. County Farm Rd	(1) 6 Cubic Yard Trash	Tuesday, Friday	\$ 130.28	24	\$ 3,126.72
	Sheriff's Work Alternative Program	200 N. County Farm Rd	(1) 1.5 Cubic Yard Trash	Tuesday, Friday	\$ 40.00	24	\$ 960.00
	GROUP 2 - ESTIMATED ON CALL PICK-UPS						
	Judicial Office Facility	505 N. County Farm Rd	(1) 18 Cubic Yard Self Contained Compactor Walk on from top stair	On Call "as needed"	\$ 326.60	100	\$ 32,660.00
	JTK Administration Bldg.	421 N. County Farm Rd	(1) 29 Cubic Yard Trash Compactor	On Call "as needed"	\$ 326.60	30	\$ 9,798.00
	Sheriff	501 N. County Farm Rd	(1) 29 Cubic Yard Self-Contained Totally Sealed Trash Compactor. County Provides Power Only, anything else needed to make it operational will be provided by the contractor	On Call "as needed"	\$ 326.60	110	\$ 35,926.00
	FM - Grounds	170 N. County Farm Road	(1) 20 Cubic Yard Open Top Yard Waste Only	On Call "as needed"	\$ 350.00	24	\$ 8,400.00
	GROUP 3 - TRASH COMPACTOR RENTAL						
	JTK Administration Bldg.	421 N. County Farm Rd	(1) 29 Cubic Yard Trash Self-Contained Trash Compactor	No Pick Up, Rental of Equipment	\$ 115.00	24	\$ 2,760.00
	Sheriff	501 N. County Farm Rd	(1) 29 Cubic Yard Trash Self-Contained Trash Compactor	No Pick Up, Rental of Equipment	\$395/month if new compactor is needed	24	#VALUE!
	Judicial Office Facility	505 N. County Farm Rd	(1) 18 Cubic Yard Self Contained Compactor and Walk off platform from top stair	No Pick Up, Rental of Equipment	\$395/month if new compactor is needed	24	#VALUE!
	GROUP 4 - SCHEDULED RECYCLED PICK-UPS						
	Children's Center	422 N. County Farm Rd	(1) 2 Cubic Yard Co-Mingled Recycling	Weekly	\$ 35.00	24	\$ 840.00
	Sheriff	501 N. County Farm Rd	(1) 6 Cubic Yard Co-Mingled Recycling	Tuesday, Friday	\$ 130.28	24	\$ 3,126.72
	Sheriff's Work Alternative Program	200 N. County Farm Rd	(1) 1.5 Cubic Yard Co-Mingled Recycling	Every Other Week	\$ 35.00	24	\$ 840.00
	Election Commission Warehouse	2580 Diehl Rd, Aurora, IL	(1) 2 Cubic Yard Co-Mingled Recycling	Tuesday, Friday	\$ 51.09	24	\$ 1,226.16
	GROUP 5 - ESTIMATED ON CALL RECYCLED PICK-UPS						
	Judicial Office Facility	505 N. County Farm Rd	(1) 35 Cubic Yard Compactor (County Owns Compactor, Vendor provides Box) Co-Mingled Recycling	On Call "as needed"	\$ 326.60	30	\$ 9,798.00
	JTK Administration Bldg.	421 N. County Farm Rd	(1) 35 Cubic Yard Compactor (County Owns Compactor, Vendor provides Box) Co-Mingled Recycling	On Call "as needed"	\$ 326.60	30	\$ 9,798.00
TOTAL #4 FACILITIES MANAGEMENT							#VALUE!
#5 - HEALTH DEPARTMENT	GROUP 1 - SCHEDULED TRASH PICK-UPS						
	GROUP 4 - SCHEDULED RECYCLED PICK-UPS						
#5 - COMMUNITY CENTER	GROUP 1 - SCHEDULED TRASH PICK-UPS						
	GROUP 4 - SCHEDULED RECYCLED PICK-UPS						
TOTAL #5 HEALTH DEPARTMENT/COMMUNITY CENTER							\$ 16,063.68



DUPAGE COUNTY DEPARTMENT	GROUP NUMBER -TYPE OF SERVICE	ADDRESS	CONTAINER DESCRIPTION	PICK-UP SCHEDULE	PRICE MONTHLY CHARGE OR COST PER UNIT "AS NEEDED" PICK-UP	QUANTITY 24 MONTHS OR ESTIMATED NUMBER OF "AS NEEDED" PICK-UPS	EXTENDED PRICE SERVICE COST FOR 2 YEARS (PRICE x QUANTITY)
#6 - PUBLIC WORKS	GROUP 1 - SCHEDULED TRASH PICK-UPS						
	Woodridge Greene Valley Wastewater Treatment Facility	7900 S. Route 53, Woodridge	(1) 4 Cubic Yard Trash	2 x Weekly	\$ 102.19	24	\$ 2,452.56
	Woodridge Greene Valley Wastewater Treatment Facility	7900 S. Route 53, Woodridge	(2) 1.5 Cubic Yard Trash "Waste hauler is responsible to remove container from indoor location  Dumpsters must be plastic.  County requires four (4) dumpsters on site but only two (2) emptied at a time.	2 x Weekly	\$ 235.00	24	\$ 5,640.00
	Underground Maintenance Facility	17 W 440 Frontage, Darien	(1) 8 Cubic Yard Trash	Weekly	\$ 102.19	24	\$ 2,452.56
	Knollwood Wastewater Treatment Facility	11 S 175 Madison St., Burr	(5) 1.5 Cubic Yard Trash	Weekly	\$ 315.00	24	\$ 7,560.00
	GROUP 2 - ESTIMATED ON CALL PICK-UPS						
	Woodridge Greene Valley Wastewater Treatment Facility	7900 S. Route 53, Woodridge	(2) 1.5 Cubic Yard Trash "Waste hauler is responsible to remove container from indoor location.	On Call "as needed"	\$20 per container per dump	24	#VALUE!
	GROUP 4 - SCHEDULED RECYCLED PICK-UPS						
	Woodridge Greene Valley Wastewater Treatment Facility	7900 S. Route 53, Woodridge	(1) 4 Cubic Yard Co-Mingled Recycling	Weekly	\$ 51.09	24	\$ 1,226.16
	GROUP 7 - ESTIMATED ON CALL GRIT PICK-UPS						
	Woodridge Greene Valley Wastewater Treatment Facility	7900 S. Route 53, Woodridge	(1) 15 Cubic Yard Roll Off (grit material) "Waste hauler is responsible to remove container from indoor location.  See Appendix B - Grit Analysis  Rollofts are owned by DuPage County	On Call "as needed"	\$ 625.00	24	\$ 15,000.00
TOTAL #6 PUBLIC WORKS							#VALUE!
#7 - VARIOUS	GROUP 2 - ESTIMATED ON CALL PICK-UPS	VARIOUS LOCATIONS	1.5 Cubic Yard Trash	On Call "as needed"	\$ 15.00	10	\$ 150.00
			3 Cubic Yard Trash	On Call "as needed"	\$ 30.00	10	\$ 300.00
			4 Cubic Yard Trash	On Call "as needed"	\$ 40.00	10	\$ 400.00
			6 Cubic Yard Trash	On Call "as needed"	\$ 60.00	10	\$ 600.00
			8 Cubic Yard Trash	On Call "as needed"	\$ 80.00	10	\$ 800.00
			15 Cubic Yard Trash	On Call "as needed"	\$ 300.00	10	\$ 3,000.00
			20 Cubic Yard Trash	On Call "as needed"	\$ 325.00	10	\$ 3,250.00
			30 Cubic Yard Trash	On Call "as needed"	\$ 350.00	20	\$ 7,000.00
			30 Cubic Yard Commingled Recycle	On Call "as needed"	\$ 326.60	5	\$ 1,633.00
			TOTAL #7 VARIOUS				
#8 - OEM / ETSB/DU-COMM	GROUP 1 - SCHEDULED TRASH PICK-UPS		(1) 6 Cubic Yard Trash	Tuesday, Friday	\$ 130.28	15	\$ 1,954.20
	GROUP 4 - SCHEDULED RECYCLED PICK-UPS		418 / 420 N. County Farm Rd (1) 2 Cubic Yard Co-Mingled Recycling	Tuesday, Friday	\$ 51.09	15	\$ 766.35
TOTAL #8 ETSB / DU-COMM							\$ 2,720.55
#9 - ASBESTOS PICK UP	GROUP 6 - ESTIMATED ON CALL ASBESTOS PICK-UPS 2-YEAR PERIOD						
		VARIOUS LOCATIONS	(1) 30 Cubic Yard Enclosed for Asbestos	On Call "as needed"	\$ 525.00	6	\$ 3,150.00
TOTAL #9 ASBESTOS							\$ 3,150.00
#10 - DUDOT Trail System	GROUP 8 - SCHEDULED TRASH PICK-UPS (19) Nineteen trail containers located along the specified trail system.						
	Contractor is responsible for providing and replacing can liners, pickup, transportation and disposal service at all of the locations.		SEE MAP - APPENDIX A  Containers are approximately 40-50 gallons in size.	Weekly	\$24/month per site monthly total for 19 sites \$456	1,976	#VALUE!
TOTAL #10 - DUDOT Trail System							#VALUE!

DUPAGE COUNTY DEPARTMENT	GROUP NUMBER -TYPE OF SERVICE	ADDRESS	CONTAINER DESCRIPTION	PICK-UP SCHEDULE	PRICE MONTHLY CHARGE OR COST PER UNIT "AS NEEDED" PICK- UP	QUANTITY 24 MONTHS OR ESTIMATED NUMBER OF "AS NEEDED" PICK- UPS	EXTENDED PRICE SERVICE COST FOR 2 YEARS (PRICE x QUANTITY)
GRAND TOTAL							#VALUE!
GRAND TOTAL (In words)							

LABOR RATE					
NO	ITEM	UOM	QTY	PRICE	EXTENDED PRICE
1	LABOR RATE COUNTY OWNED HYDRAULIC COMPACTOR	HR	16	95 \$	
GRAND TOTAL				\$	-

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**  
DISTRICT MANAGER  
(Signature and Title)

CORPORATE SEAL  
(If available)

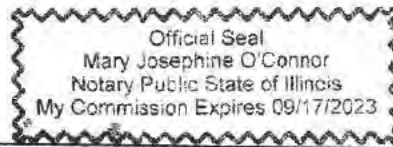
BID MUST BE SIGNED AND NOTARIZED (WITH SEAL) FOR CONSIDERATION

Subscribed and sworn to before me this 12<sup>TH</sup> day of APRIL AD, 2022

**Signature on File**

✓ (Notary Public)

My Commission Expires: 9/17/23



SEAL



**SECTION 9 - MANDATORY FORM**  
**REFUSE DISPOSAL, RECYCLING AND ASBESTOS PICK-UP SERVICES 22-026-FM**

(PLEASE TYPE OR PRINT THE FOLLOWING INFORMATION)

Full Name of Bidder	GROOT INDUSTRIES		
Main Business Address	1330 GASKET DRIVE		
City, State, Zip Code	ELGIN IL 60120		
Telephone Number	847/774-1878	Email Address	TVANDERNAALD@GROOT
Bid Contact Person	TED VANDERNAALD .COM		

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:

WORTHING JACKMAN  
 (President or Partner)

\_\_\_\_\_  
 (Vice-President or Partner)

\_\_\_\_\_  
 (Secretary or Partner)

MARY ANNE WHITNEY  
 (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	TED VANDER NAALD	NAME	MARY O'CONNOR
CONTACT		CONTACT	Billing Manager
ADDRESS	1330 GASKET RD	ADDRESS	1330 GASKET DR.
CITY ST ZIP	ELGIN IL 60120	CITY ST ZIP	ELGIN IL 60120
TX	847/774-1878	TX	847-841-5306
FX		FX	
EMAIL	TVANDERNAALD@GROOT.COM	EMAIL	MARYO@Groot.com
COUNTY BILL TO INFORMATION:		COUNTY SHIP TO INFORMATION:	
DuPage County Facilities Management 421 North County Farm Road Wheaton, IL 60187 TEL: (630) 407-5700 EMAIL: FMAccountsPayable@dupageco.org		DuPage County Facilities Management Various Locations TEL: (630) 407-5700	
DuPage County Animal Services Attn: Accounts Payable 120 N. County Farm Road Wheaton, IL 60187 (630) 407-2800		DuPage County Animal Services 120 N. County Farm Road Wheaton, IL 60187 (630) 407-2800	
DuPage Care Center Nancy Palima 400 N. County Farm Road Wheaton, IL 60187		DuPage Care Center 400 N. County Farm Road Wheaton, IL 60187	
DuPage County Division of Transportation Attn: Kathy Curcio 180 N. County Farm Road Wheaton, IL 60187		DuPage County Division of Transportation 140 & 180 N. County Farm Road Wheaton, IL 60187	
Health Department/Community Center Accounts Payable 111 N. County Farm Road Wheaton, IL 60187		Health Department/Community Center 111 & 115 N. County Farm Road Wheaton, IL 60187	



# Required Vendor Ethics Disclosure Statement

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

Date: 3/14/2024

Bid/Contract/PO #: \_\_\_\_\_

Company Name: <u>GROOT</u>	Company Contact: <u>BART VISSER</u>
Contact Phone: <u>847-514-6321</u>	Contact Email: <u>BVISSER@GROOT.COM</u>

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

- 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 Procurement Services Division a written disclosure of all political campaign contributions made by such contractor, union, or vendor within the current and previous calendar year to any incumbent county board member, county board chairman, or countywide elected official whose office the contract to be awarded will benefit. The contractor, union or vendor shall update such disclosure annually during the term of a multi-year contract and prior to any change order or renewal requiring approval by the county board. For purposes of this disclosure requirement, "contractor or vendor" includes owners, officers, managers, lobbyists, agents, consultants, bond counsel and underwriters counsel, subcontractors and corporate entities under the control of the contracting person, and political action committees to which the contracting person has made contributions.

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

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

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

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

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

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

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

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

The full text for the county's ethics and procurement policies and ordinances are available at:

[http://www.dupagecounty.gov/government/county board/ethics at the county/](http://www.dupagecounty.gov/government/county%20board/ethics%20at%20the%20county/)

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

Authorized Signature

**Signature on File**

Printed Name

BART VISSER

Title

DISTRICT MANAGER

Date

3/14/2024

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