



# DU PAGE COUNTY

## Transportation Committee

### Regular Meeting Agenda

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

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**Tuesday, June 4, 2024**

**10:00 AM**

**Room 3500B**

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**1. CALL TO ORDER**

**2. ROLL CALL**

**3. CHAIR'S REMARKS - CHAIR OZOG**

**4. PUBLIC COMMENT**

**5. APPROVAL OF MINUTES**

**5.A. [24-1587](#)**

DuPage County Transportation Committee Minutes-Tuesday May 21, 2024.

**6. BUDGET TRANSFERS**

**6.A. [24-1652](#)**

Budget Transfer of \$2,362 from Salary and Wage Adjustments 1500-3520-50080 to Benefit Payments (\$1,862) 1500-3520-51000 and Wearing Apparel Reimbursement (\$500) 1500-3520-51080, funds needed for PTO payout of an employee who left the County and apparel reimbursement for new hire of a mechanic.

**7. PROCUREMENT REQUISITIONS**

**7.A. [24-1662](#)**

Recommendation for the approval of a contract to Al Piemonte Ford, to provide heavy duty body repairs, as needed, for the Division of Transportation, for the period July 1, 2024 through June 30, 2025, for a contract total not to exceed \$15,000; per lowest responsible bid # 23-071-DOT; first of three renewals.

**7.B. [24-1663](#)**

Recommendation for the approval of a contract purchase order to Bonnell Industries, Inc., to furnish and deliver Force America parts, as needed, for the Division of Transportation, for the period June 5, 2024 through May 31, 2025, for a contract total not to exceed \$25,000; per lowest responsible bid # 24-054-DOT.

**7.C. [24-1664](#)**

Recommendation for the approval of a contract to Barricade Lites, Inc., to furnish and deliver traffic cones and barricades, as needed, for the Division of Transportation, for the period June 5, 2024 through May 31, 2025, for a total contract amount not to exceed \$25,000, per lowest responsible bid # 24-065-DOT.

7.D. [DT-P-0039-24](#)

Recommendation for the approval of a contract to Hard Rock Concrete Cutters, Inc., for sidewalk saw cutting, as needed, for the Division of Transportation, for the period June 11, 2024 through June 10, 2025, for a contract total not to exceed \$45,000; per Municipal Partnering Initiative bid #2022-23, second of three options to renew.

7.E. [DT-P-0040-24](#)

Recommendation for the approval of a contract to Mac's Body Shop, Inc., for auto body repairs, for the period June 14, 2024 through June 30, 2025, as needed, for a contract total not to exceed \$79,900, per lowest responsible 23-071-DOT, first of three renewals. (Division of Transportation \$29,900 and Sheriff's Office \$50,000).

**8. CHANGE ORDERS**8.A. [24-1665](#)

Atlas Engineering Group, LTD. - Extend PO #4284-1 SERV to October 31, 2024, Section 20-DEENG-04-EG.

8.B. [24-1666](#)

Atlas Engineering Group, LTD. - Extend PO #5808-1 SERV to May 31, 2025, Section 22-STENG-04-EG.

8.C. [24-1667](#)

HW Lochner, Inc. - Extend PO #5776-1 SERV to October 31, 2025, Section 22-STENG-05-EG.

**9. AWARDING RESOLUTIONS**9.A. [DT-R-0024-24](#)

Awarding Resolution issued to Sebert Landscaping, Company for the 2024-2025 Highway Vegetative Maintenance Program, Section 24-LSMTC-05-LS, for an estimated County cost of \$484,297.50; per lowest responsible bid.

9.B. [DT-R-0025-24](#)

Awarding Resolution issued to Sebert Landscaping Company for the 2024-2025 Various Highway Landscaping Program, Section 24-HWYLS-02-LS, for an estimated County cost of \$276,125; Per lowest responsible bid.

**10. INTERGOVERNMENTAL AGREEMENTS**10.A. [DT-R-0026-24](#)

Intergovernmental Agreement between the County of DuPage and Bloomingdale Township to extend road resurfacing beyond County Right-of-Way on multiple side streets along Swift Road, within the Township. County to be reimbursed \$2,366.60.



10.B. [DT-R-0027-24](#)

Resolution authorizing an Intergovernmental Agreement between the County of DuPage and the City of Warrenville for the Transfer of Jurisdiction of CH1/River Road from Warrenville Road to Ferry Road, and CH32/Warrenville Road from Winfield Road to River Road, from the County of DuPage to the City of Warrenville and assumption of routine maintenance responsibilities over certain multi-use paths.

**11. OLD BUSINESS****12. NEW BUSINESS****13. ADJOURNMENT**



## Transportation Resolution

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

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**File #:** 24-1587

**Agenda Date:** 6/4/2024

**Agenda #:** 5.A.

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# DU PAGE COUNTY

## Transportation Committee

### Draft Summary

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

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**Tuesday, May 21, 2024**

**10:00 AM**

**Room 3500B**

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**1. CALL TO ORDER**

10:00 AM meeting was called to order by Chair Mary Ozog at 10:00 AM.

**2. ROLL CALL**

<b>PRESENT</b>	Covert, Evans, Ozog, and Zay
<b>ABSENT</b>	Chaplin, and Tornatore

**3. CHAIR'S REMARKS - CHAIR OZOG**

Chair Ozog welcomed Melisa Ribikawskis, as the new Senior Transportation Planner.

Member Chaplin entered the meeting at 10:01 AM.

**4. PUBLIC COMMENT**

No public comments were offered.

**5. APPROVAL OF MINUTES**

**5.A. [24-1554](#)**

DuPage County Transportation Committee Minutes-Tuesday May 7, 2024.

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Mary Ozog
<b>SECONDER:</b>	Jim Zay

**6. PROCUREMENT REQUISITIONS**

**6.A. [24-1564](#)**

Recommendation for the approval of a contract to Altec Industries, Inc., to furnish and deliver Altec repair and replacement parts, as needed for the Division of Transportation, for the period June 1, 2024 through May 31, 2025, for a contract total not to exceed \$15,000. Per 55 ILCS 5/5-1022(c) "not suitable for competitive bids"-(Sole Source-Direct replacement of compatible equipment parts).

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Mary Ozog

<b>SECONDER:</b> Liz Chaplin
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6.B. [DT-P-0037-24](#)

Recommendation for the approval of a contract to Traffic Control Corporation, for annual maintenance and support services for the Division of Transportation's Centrac's ATMS software system, for the period July 1, 2024 through June 30, 2025, for a contract total not to exceed \$36,052. Per 55 ILCS 5/5-1022 (c) "not suitable for competitive bids". (Sole Source-Proprietary Software Maintenance and Support).

<b>RESULT:</b> APPROVED AND SENT TO FINANCE
<b>MOVER:</b> Mary Ozog
<b>SECONDER:</b> Liz Chaplin

6.C. [DT-P-0038-24](#)

Recommendation for the approval of a contract to Collins Engineers, Inc., to provide Professional Bridge Inspection Services for various locations upon request, Section 24-BRDGE-09-EG, for the period May 28, 2024 through May 31, 2026, for a contract total amount of \$250,000. Professional Services (Architects, Engineers and Land Surveyors) vetted through a qualification-based selection process in compliance with the Local Government Professional Services Selection Act, 50 ILCS 510/0.01 et seq.

<b>RESULT:</b> APPROVED AND SENT TO FINANCE
<b>MOVER:</b> Mary Ozog
<b>SECONDER:</b> Liz Chaplin

7. **AWARDING RESOLUTIONS**7.A. [DT-R-0021-24](#)

Recommendation for the approval of a contract to Morton Salt, Inc. to furnish and deliver bulk rock salt, as needed for the Division of Transportation, for the period June 1, 2024 through May 31, 2025, for a contract total amount of \$1,108,500; per lowest responsible bid.

<b>RESULT:</b> APPROVED AND SENT TO FINANCE
<b>MOVER:</b> Mary Ozog
<b>SECONDER:</b> Liz Chaplin

**8. INTERGOVERNMENTAL AGREEMENTS****8.A. [DT-R-0022-24](#)**

Intergovernmental Agreement between the County of DuPage and York Township to extend road resurfacing beyond County Right-of-Way on multiple side streets along Meyers Road, within the Township. County to be reimbursed \$6,333.53.

<b>RESULT:</b>	APPROVED AND SENT TO FINANCE
<b>MOVER:</b>	Mary Ozog
<b>SECONDER:</b>	Liz Chaplin

**8.B. [DT-R-0023-24](#)**

Resolution authorizing the DuPage County Chair to execute a Letter of Understanding between the County of DuPage and the Illinois Department of Transportation for the maintenance responsibilities for the DuPage County equipment on IDOT-owned traffic signals at 31st Street and the IL Route 83 north and south ramps.

<b>RESULT:</b>	APPROVED AT COMMITTEE
<b>MOVER:</b>	Mary Ozog
<b>SECONDER:</b>	Liz Chaplin

**9. DISCUSSION**

No remarks were offered.

**10. INFORMATIONAL****10.A. [24-1526](#)**

Recommendation for the approval of a contract to the City of Wheaton, to provide fire alarm monitoring services for the County campus, for Facilities Management, for the period of July 1, 2024 through June 30, 2025, for a contract total amount not to exceed \$21,420. Per 55 ILCS 5/5-1022 (c) not suitable for competitive bids – public utility.

<b>RESULT:</b>	ACCEPTED AND PLACED ON FILE
<b>MOVER:</b>	Mary Ozog
<b>SECONDER:</b>	Liz Chaplin

**11. PRESENTATION****11.A. [24-1379](#)**

2024-2028 Capital Improvement Plan presentation and request for release.

Chief Transportation Planner John Loper gave a brief overview of the Capital Improvements projected to be completed over the next 5 years. In response, it was the consensus of the Transportation Committee Members to present the plan to the County Board for consideration of release to the public.

<b>RESULT:</b>	APPROVED AT COMMITTEE
<b>MOVER:</b>	Mary Ozog
<b>SECONDER:</b>	Liz Chaplin

## 12. OLD BUSINESS

Member Zay inquired as to the status of the (8) plow trucks which are on order. Mike Figuray, the Manager of Highway Operations, explained that the chasis' are still on back order but we are expecting them to arrive before this snow season begins.

Chair Ozog welcomed Christine Rose with Pace, who gave an update on the positive response to the Ride-share program which has been well received.

## 13. NEW BUSINESS

No new business was discussed.

## 14. ADJOURNMENT

With no further business, a motion was made by Chair Ozog and seconded by Member Chaplin to adjourn the meeting at 10:19 AM. The motion carried on voice vote, all "ayes".



## Budget Transfer

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

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**File #:** 24-1652

**Agenda Date:** 6/4/2024

**Agenda #:** 6.A.

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DuPage County, Illinois  
BUDGET ADJUSTMENT  
Effective January 22, 2024

From: 1500  
Company #

DOT FLEET SERVICE  
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		
3520	50080		SALARY & WAGE ADJUSTMENTS	\$ 2,362.00	26,784.00	24,422.00	5/24/24	1500-9100
Total				\$ 2,362.00				

To: 1500  
Company #

DOT FLEET SERVICE  
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		
3520	51000		BENEFIT PAYMENTS	\$ 1,862.00	11,861.89	0.11	5/24/24	1500-9100
3520	51080		WEARING APPAREL REIMBURSEMENT	\$ 500.00	1500.00	0	5/24/24	1500-9100
Total				\$ 2,362.00				

Reason for Request:

Funds needed for benefits and wearing apparel reimbursements. Benefit payment is due to a employee leaving the department and having his PTO paid out. The wearing apparel reimbursement is due to an additional mechanic being hired and being entitled to their \$500 for wearing apparel.

**Signature on File**

Department Head \_\_\_\_\_ Signature on File

Activity \_\_\_\_\_  
(optional)

Chief Financial Officer \_\_\_\_\_

5/23/2024  
Date  
5/28/24  
Date

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

Finance Department Use Only			
Fiscal Year <u>24</u>	Budget Journal # _____	Acctg Period _____	
Entered By/Date _____	Released & Posted By/Date _____		

DOT - 6/4/24  
FIN/CB - 6/11/24





## Transportation Requisition under \$30,000

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

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**File #:** 24-1662

**Agenda Date:** 6/4/2024

**Agenda #:** 7.A.

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

### SECTION 1: DESCRIPTION

<i>General Tracking</i>		<i>Contract Terms</i>	
FILE ID#:	RFP, BID, QUOTE OR RENEWAL #: #23-071-DOT	INITIAL TERM WITH RENEWALS: 1 YR + 3 X 1 YR TERM PERIODS	INITIAL TERM TOTAL COST: \$15,000.00
COMMITTEE: TRANSPORTATION	TARGET COMMITTEE DATE: 06/04/2024	PROMPT FOR RENEWAL: 3 MONTHS	CONTRACT TOTAL COST WITH ALL RENEWALS: \$60,000.00
	CURRENT TERM TOTAL COST: \$15,000.00	MAX LENGTH WITH ALL RENEWALS: FOUR YEARS	CURRENT TERM PERIOD: FIRST RENEWAL
<i>Vendor Information</i>		<i>Department Information</i>	
VENDOR: Al Piemonte Ford Sales, Inc.	VENDOR #: 41969	DEPT: Division of Transportation	DEPT CONTACT NAME: Roula Eikosidekas
VENDOR CONTACT: John Fakhoury	VENDOR CONTACT PHONE: 708-345-1575	DEPT CONTACT PHONE #: 630-407-6920	DEPT CONTACT EMAIL: roula.eikosidekas@dupagecounty.gov
VENDOR CONTACT EMAIL: jf@apford.com	VENDOR WEBSITE:	DEPT REQ #: 24-1500-45	

#### 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.).

DOT Fleet is requesting a purchase order to Al Piemonte Ford, to provide heavy duty body repairs on an as-needed basis. Effective on July 1, 2024 through June 30, 2025, for a contract total not to exceed \$15,000.00, per low bid #23-071-DOT.

- Body Labor \$65
- Paint Labor \$65
- Paint & Supplies \$42
- Mechanical \$185
- Frame Work \$95
- Towing Charges (one-way) \$400
- Discount (30%) off list price.

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

To provide heavy duty body repairs on County owned and operated vehicles.

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

SECTION 5: Purchase Requisition Information			
<i>Send Purchase Order To:</i>		<i>Send Invoices To:</i>	
Vendor: Al Piemonte Ford Sales, Inc.	Vendor#: 41969	Dept: Division of Transportation	Division: Accounts Payable
Attn: John Jakhoury	Email: jf@apford.com	Attn: Kathy Curcio	Email: DOTFinance@dupagecounty.gov
Address: 2500 W. North Avenue	City: Melrose Park	Address: 421 N. County Farm Road	City: Wheaton
State: IL	Zip: 60160	State: IL	Zip: 60187
Phone: 708-345-1575	Fax:	Phone: 630-407-6892	Fax:
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Al Piemonte Ford Sales, Inc.	Vendor#: 41969	Dept: Division of Transportation	Division: Fleet
Attn:	Email:	Attn: William Bell	Email: william.bell@dupagecounty.gov
Address: same as above.	City:	Address: 180 N. County Farm Road	City: Wheaton
State:	Zip:	State: IL	Zip: 60187
Phone:	Fax:	Phone: 630-407-6931	Fax:
<b>Shipping</b>		<b>Contract Dates</b>	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Jul 1, 2024	Contract End Date (PO25): Jun 30, 2025
Contract Administrator (PO25): Roula Eikosidekas			

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		Heavy Duty Body Repairs	FY24	1500	3520	53380		7,500.00	7,500.00
2	1	EA		Heavy Duty Body Repairs	FY25	1500	3520	53380		7,500.00	7,500.00
<b><i>FY is required, assure the correct FY is selected.</i></b>										Requisition Total	\$ 15,000.00

Comments	
HEADER COMMENTS	Provide comments for P020 and P025.  To provide Heavy Duty Body Repairs for the DOT Fleet on an as-needed basis.
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO.  Email Approved PO to: John Jakhoury, William Bell and Mike Figuray.
INTERNAL NOTES	Provide comments for department internal use (not for P020 and P025). Comments will not appear on PO.  see above.
APPROVALS	Department Head signature approval for procurements under \$15,000. Procurement Officer Approval for ETSB.

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



THE COUNTY OF DUPAGE  
FINANCE - PROCUREMENT  
AUTOMOTIVE AND HEAVY-DUTY BODY REPAIR 23-071-DOT  
BID TABULATION

				Al Piemonte Ford Sales		Mac's Body Shop Inc.	
NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE
SECTION 1: Automotive Body Repair							
1	Body Labor	HR	250	\$ 60.00	\$ 15,000.00	\$ 52.00	\$ 13,000.00
2	Paint Labor	HR	100	\$ 60.00	\$ 6,000.00	\$ 52.00	\$ 5,200.00
3	Paint and Suplies	HR	100	\$ 39.00	\$ 3,900.00	\$ 33.00	\$ 3,300.00
4	Mechanical	HR	100	\$ 165.00	\$ 16,500.00	\$ 80.00	\$ 8,000.00
5	Frame	HR	50	\$ 95.00	\$ 4,750.00	\$ 80.00	\$ 4,000.00
6	Towing Charge	1-way	20	\$ 250.00	\$ 5,000.00	\$ 125.00	\$ 2,500.00
SECTION 2: Automotive Motor Crash Guide							
NO.	ITEM	EST. VALUE		% MARK-UP DISCOUNT	EXTENDED PRICE	% MARK-UP DISCOUNT	EXTENDED PRICE
7	Annual Expected Expenditure	\$10,000.00		-30.00%	\$ 7,000.00	-5.00%	\$ 9,500.00
TOTAL: AUTOMOTIVE BODY REPAIR					\$ 58,150.00		\$ 45,500.00

				Al Piemonte Ford Sales		Mac's Body Shop Inc.	
SECTION 3: Heavy-Duty Body Repair							
NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE
8	Body Labor	HR	100	\$ 65.00	\$ 6,500.00	No Bid	
9	Paint Labor	HR	40	\$ 65.00	\$ 2,600.00	No Bid	
10	Paint and Suplies	HR	40	\$ 42.00	\$ 1,680.00	No Bid	
11	Mechanical	HR	50	\$ 185.00	\$ 7,400.00	No Bid	
12	Frame	HR	40	\$ 95.00	\$ 3,800.00	No Bid	
13	Towing Charge	1-way	6	\$ 400.00	\$ 2,400.00	No Bid	
SECTION 4: Heavy-Duty Motor Crash Guide							
NO.	ITEM	EST. VALUE		% MARK-UP DISCOUNT	EXTENDED PRICE	% MARK-UP DISCOUNT	EXTENDED PRICE
14	Annual Expected Expenditure	\$10,000.00		-30.00%	\$ 7,000.00	No Bid	
TOTAL: HEAVY-DUTY BODY REPAIR					\$ 31,380.00		\$ -

NOTES
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Bid Opening 5/11/2023 @ 2:30 PM	VC, NE
Invitations Sent	21
Total Vendors Requesting Documents	0
Total Bid Responses	2

### SECTION 7 - BID FORM PRICING

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

NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE
SECTION 1: Automotive Body Repair					
1	Body Labor	HR	250	\$ 60.00	\$ 15,000.00
2	Paint Labor	HR	100	\$ 60.00	\$ 6,000.00
3	Paint and Supplies	HR	100	\$ 39.00	\$ 3,900.00
4	Mechanical	HR	100	\$ 165.00	\$ 16,500.00
5	Frame	HR	50	\$ 95.00	\$ 4,750.00
6	Towing Charge	1-way	20	\$ 250.00	\$ 5,000.00
NO.	ITEM		EST. VALUE	% MARK-UP/DISCOUNT LIST PRICE IN THE MOTOR CRASH GUIDE	EXTENDED PRICE
SECTION 2 - Automotive Motor Crash Guide					
Provide a percentage markup or discount off list price in the Motor Crash Guide.					
7	Annual Expected Expenditure		\$10,000	+ 30 %	\$ 7,000.00
TOTAL SECTION 1 & 2					\$ 58,150.00

NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE
<b>SECTION 3 - Heavy-Duty Body Repair</b>					
8	Body Labor	HR	100	\$ 65.00	\$ 6,500.00
9	Paint Labor	HR	40	\$ 65.00	\$ 2,600.00
10	Paint and Supplies	HR	40	\$ 42.00	\$ 1,680.00
11	Mechanical	HR	50	\$ 185.00	\$ 9,250.00
12	Frame	HR	40	\$ 95.00	\$ 3,800.00
13	Towing Charge	1-way	6	\$ 400.00	\$ 2,400.00
<b>Section 4 - Heavy-Duty Motor Crash Guide</b> Provide a percentage markup or discount off list price in the Motor Crash Guide.					
NO.	ITEM	EST. VALUE	% MARK-UP/DISCOUNT LIST PRICE IN THE MOTOR CRASH GUIDE		EXTENDED PRICE
14	Annual Expected Expenditure	\$10,000	+ 0 30	%	\$ 7,000.00
<b>TOTAL SECTION 3 &amp; 4</b>					\$ 33,230.00
<b>GRAND TOTAL</b>					\$ 91,380.00

## SECTION 8 - BID FORM SIGNATURE PAGE

The Contractor agrees to provide the service, and/or supplies as described in this solicitation and subject, without limitation, to all specifications, terms, and conditions herein contained. Bidder shall acknowledge receipt of each addendum issued in the space provided on the bid form.

Signature on File

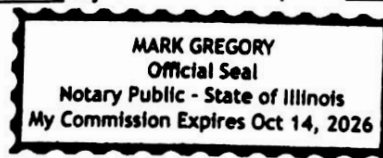
X \_\_\_\_\_ + President  
(Signature and Title)

**CORPORATE SEAL**  
(If available)

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

Subscribed and sworn to before me this 9<sup>TH</sup> day of MAY AD, 2023

Signature on File \_\_\_\_\_ My Commission Expires: 10/14/2026  
(Notary Public)



SEAL

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:**

<b>CORRESPONDENCE TO CONTRACTOR:</b>		<b>REMIT TO CONTRACTOR:</b>	
NAME	Al Piemonte Ford Sales, Inc.	NAME	Al Piemonte Ford Sales, Inc.
CONTACT	John Fakhoury	CONTACT	John Fakhoury
ADDRESS	2500 W North Ave.	ADDRESS	2500 W North Ave.
CITY ST ZIP	Melrose Park, IL 60160	CITY ST ZIP	Melrose Park, IL 60160
TX	708-345-1575	TX	708-345-1575
FX	708-345-8970	FX	708-345-8970
EMAIL	jf@apford.com	EMAIL	jf@apford.com
<b>COUNTY BILL TO INFORMATION:</b>		<b>COUNTY SHIP TO INFORMATION:</b>	
DuPage County Division of Transportation 421 North County Farm Road Wheaton, IL 60187 TX: (630) 407-6900 EMAIL: DOTFinance@dupageco.org		DuPage County Fleet Maintenance Building 180 North County Farm Road Wheaton, IL 60187 TX: (630) 407-6931 EMAIL: William Bell@dupageco.org	

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





## 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 Al Piemonte Ford Sales, Inc. located at 2500 W. North Avenue, Melrose Park, IL 60160, hereinafter called the "CONTRACTOR", witnesseth;

The COUNTY and the CONTRACTOR have previously entered into a Contract, pursuant to Bid #23-071-DOT which became effective on 6/7/2023 and which will expire 6/30/2024. The contract is subject to a first of three options to renew for a twelve (12) month period.

The contract renewal shall be effective on the date of last signature, and shall terminate on 6/30/2025.

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

### CONTRACTOR

### THE COUNTY OF DUPAGE

Signature on File \_\_\_\_\_

SIGNATURE

MARK GREGORY \_\_\_\_\_

PRINTED NAME

CONTRACTOR \_\_\_\_\_

PRINTED TITLE

5/3/24 \_\_\_\_\_

DATE

\_\_\_\_\_  
SIGNATURE

Brian Rovik \_\_\_\_\_

PRINTED NAME

Buyer I \_\_\_\_\_

PRINTED TITLE

\_\_\_\_\_  
DATE



## 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: 5/3/24

Bid/Contract/PO #: 23-071-DOT

Company Name: <u>AL PIEMONTE FORD SALES, INC</u>	Company Contact: <u>JOHN FAKHOURY</u>
Contact Phone: <u>708-345-9300</u>	Contact Email: <u>JF@APFORD.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_board/ethics_at_the_county/)

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

Authorized Signature Signature on File

Printed Name MARK GREGORY

Title CONTROLLER

Date 5/3/24

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



## Transportation Requisition under \$30,000

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

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**File #:** 24-1663

**Agenda Date:** 6/4/2024

**Agenda #:** 7.B.

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

### SECTION 1: DESCRIPTION

General Tracking		Contract Terms	
FILE ID#: 24-1586	RFP, BID, QUOTE OR RENEWAL #: #24-054-DOT	INITIAL TERM WITH RENEWALS: 1 YR + 3 X 1 YR TERM PERIODS	INITIAL TERM TOTAL COST: \$25,000.00
COMMITTEE: TRANSPORTATION	TARGET COMMITTEE DATE: 06/04/2024	PROMPT FOR RENEWAL: 3 MONTHS	CONTRACT TOTAL COST WITH ALL RENEWALS: \$100,000.00
	CURRENT TERM TOTAL COST: \$25,000.00	MAX LENGTH WITH ALL RENEWALS: FOUR YEARS	CURRENT TERM PERIOD: INITIAL TERM
Vendor Information		Department Information	
VENDOR: Bonnell Industries Inc	VENDOR #: 10192	DEPT: Division of Transportation	DEPT CONTACT NAME: Roula Eikosidekas
VENDOR CONTACT: Tessa Smice	VENDOR CONTACT PHONE: 815-284-3819	DEPT CONTACT PHONE #: 630-407-6920	DEPT CONTACT EMAIL: roula.eikosidekas@dupagecounty.gov
VENDOR CONTACT EMAIL: t.smice@bonnell.com	VENDOR WEBSITE:	DEPT REQ #: 24-1500-47	

#### 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.).

DOT Fleet is requesting a purchase order to Bonnell Industries, to furnish and deliver Force America Parts. Effective June 5, 2024 through May 31, 2025, for a contract total not to exceed \$25,000.00, per low bid #24-054-DOT. This contract is subject to a three one-year renewals upon mutual agreement by both parties.

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

To purchase Force America parts, to repair County owned and operated vehicles.

### 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: Bonnell Industries Inc	Vendor#: 10192	Dept: Division of Transportation	Division: Accounts Payable
Attn: Tessa Smice	Email: t.smice@bonnell.com	Attn: Kathy Curcio	Email: DOTFinance@dupagecounty.gov
Address: 1385 Franklin Grove Road	City: Dixon	Address: 421 N. County Farm Road	City: Wheaton
State: IL	Zip: 61021	State: IL	Zip: 60187
Phone: 815-284-3819	Fax:	Phone: 630-407-6892	Fax:
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Bonnell Industries Inc	Vendor#: 10192	Dept: Division of Transportation	Division: Fleet
Attn:	Email:	Attn: William Bell	Email: william.bell@dupagecounty.gov
Address: same as above.	City:	Address: 180 N. County Farm Road	City: Wheaton
State:	Zip:	State: IL	Zip: 60187
Phone:	Fax:	Phone: 630-407-6931	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Jun 5, 2024	Contract End Date (PO25): May 31, 2025
Contract Administrator (PO25): Roula Eikosidekas			

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		Force America Parts	FY24	1500	3520	52250		12,500.00	12,500.00
2	1	EA		Force America Parts	FY25	1500	3520	52250		12,500.00	12,500.00
<b><i>FY is required, assure the correct FY is selected.</i></b>										Requisition Total	\$ 25,000.00

Comments	
HEADER COMMENTS	Provide comments for P020 and P025.  To furnish and deliver Force America Parts on an as-needed basis for DOT Fleet.
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO.  Email Approved PO to: Tessa Smice, William Bell and Mike Figuray.
INTERNAL NOTES	Provide comments for department internal use (not for P020 and P025). Comments will not appear on PO.  see above.
APPROVALS	Department Head signature approval for procurements under \$15,000. Procurement Officer Approval for ETSB.

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



THE COUNTY OF DUPAGE  
FINANCE - PROCUREMENT  
FORCE AMERICA PARTS 24-054-DOT  
BID TABULATION



			Bonnell Industries Inc.	
NO.	ITEM	EST. VALUE	% MARK-UP or DISCOUNT	EXTENDED PRICE
1	Force America Repair & Replacement Parts	\$25,000.00	0%	\$ 25,000.00
GRAND TOTAL				\$ 25,000.00

NOTES

Bid Opening 5/16/2024 @ 2:30 PM	BR, HK
Invitations Sent	62
Total Vendors Requesting Documents	0
Total Bid Responses	1

### SECTION 7 - BID FORM PRICING

The Contractor shall provide a firm percentage mark-up (+) or discount (-) to manufacturer list prices. The estimated value listed is for bid canvassing purposes only and shall not be considered a guarantee of work. All goods are to be shipped F.O.B. Destination. Pricing shall include shipping to DuPage County Division of Transportation, 180 N. County Farm Road, Wheaton, IL 60187.

NO	ITEM	EST. VALUE	% MARK-UP or DISCOUNT	EXTENDED PRICE
1	Force America Repair & Replacement Parts	\$25,000.00	NONE %	\$ 25,000.00
<b>GRAND TOTAL</b> (In words) <i>Twenty five thousand dollars</i>				



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 Contract Representative  
(Signature and Title)

CORPORATE SEAL  
(If available)

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

Subscribed and sworn to before me this 9<sup>th</sup> day of May AD, 2024

Signature on File

(Notary Public)



SEAL

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	Tessa Smile	NAME	Tessa Smile
CONTACT		CONTACT	
ADDRESS	1385 Franklin Grove Rd.	ADDRESS	1385 Franklin Grove Rd.
CITY ST ZIP	Dixon, IL 61021	CITY ST ZIP	Dixon, IL 61021
TX	815-284-3819	TX	815-284-3819
FX	815-284-0026	FX	815-284-0026
EMAIL	t.smile@bannell.com	EMAIL	t.smile@bannell.com
COUNTY BILL TO INFORMATION:		COUNTY SHIP TO INFORMATION:	
DuPage County Division of Transportation 421 North County Farm Road Wheaton, IL 60187 TX: (630) 407-6892 EMAIL: DOTFinance@dupagecounty.gov		DuPage County Division of Transportation 180 North County Farm Road Wheaton, IL 60187 TX: (630) 407-6931 EMAIL: william.bell@dupagecounty.gov	

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



## 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: 5/9/24

Bid/Contract/PO #: 24-054-DOT

Company Name: <u>Bonnell Industries, Inc.</u>	Company Contact: <u>Tessa Smice</u>
Contact Phone: <u>815-284-3819</u>	Contact Email: <u>t.smice@bonnell.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.

Authorized Signature

**Signature on File**

Printed Name

Tessa Smice

Title

Contract Representative

Date

05-09-2024

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



## Transportation Requisition under \$30,000

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

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**File #:** 24-1664

**Agenda Date:** 6/4/2024

**Agenda #:** 7.C.

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

### SECTION 1: DESCRIPTION

<i>General Tracking</i>		<i>Contract Terms</i>	
FILE ID#:	RFP, BID, QUOTE OR RENEWAL #: #24-065-DOT	INITIAL TERM WITH RENEWALS: 1 YR + 3 X 1 YR TERM PERIODS	INITIAL TERM TOTAL COST: \$25,000.00
COMMITTEE: TRANSPORTATION	TARGET COMMITTEE DATE: 06/04/2024	PROMPT FOR RENEWAL: 3 MONTHS	CONTRACT TOTAL COST WITH ALL RENEWALS: \$100,000.00
	CURRENT TERM TOTAL COST: \$25,000.00	MAX LENGTH WITH ALL RENEWALS: FOUR YEARS	CURRENT TERM PERIOD: INITIAL TERM
<i>Vendor Information</i>		<i>Department Information</i>	
VENDOR: Barricade Lites, Inc.	VENDOR #:	DEPT: Division of Transportation	DEPT CONTACT NAME: Roula Eikosidekas
VENDOR CONTACT: Joseph Vazquez	VENDOR CONTACT PHONE: 630-627-6163 ext 113	DEPT CONTACT PHONE #: 630-407-6920	DEPT CONTACT EMAIL: roula.eikosidekas@dupagecounty.gov
VENDOR CONTACT EMAIL: j.vazquez@blites.com	VENDOR WEBSITE:	DEPT REQ #: 24-1500-48	

#### 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.).

DOT Sign Shop is requesting a purchase order to Barricade Lites Inc., to furnish and deliver traffic cones and barricades on an as-needed basis. Effective June 5, 2024 through May 31, 2025, for a contract total not to exceed \$25,000.00, per low quote #24-065-DOT. This contract is subject to three one-year renewals upon mutual agreement by both parties.

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

This purchase will ensure the safety of our County workers and residents during construction projects in DuPage County and along the Illinois Prairie Paths.

### SECTION 2: DECISION MEMO REQUIREMENTS

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

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

### SECTION 3: DECISION MEMO

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

## SECTION 4: SOLE SOURCE MEMO/JUSTIFICATION

<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: Barricade Lites, Inc.	Vendor#:	Dept: Division of Transportation	Division: Accounts Payable
Attn: Joseph Vazquez	Email: j.vazquez@blites.com	Attn: Kathy Curcio	Email: DOTFinance@dupagecounty.gov
Address: 1490 W. Jeffrey Drive	City: Addison	Address: 421 N. County Farm Road	City: Wheaton
State: IL	Zip: 60101	State: IL	Zip: 60187
Phone: 630-627-6163 ext 113	Fax:	Phone: 630-407-6892	Fax:
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Barricade Lites, Inc.	Vendor#:	Dept: Division of Transportation	Division: Sign Shop
Attn:	Email:	Attn: Ed Morgan	Email: ed.morgan@dupagecounty.gov
Address: same as above.	City:	Address: 140 N. County Farm Road	City: Wheaton
State:	Zip:	State: IL	Zip: 60187
Phone:	Fax:	Phone: 630-407-6927	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Jun 5, 2024	Contract End Date (PO25): May 31, 2025

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		Traffic Cones & Barricades	FY24	1500	3510	52270		20,000.00	20,000.00
2	1	EA		Traffic Cones & Barricades	FY25	1500	3510	52270		5,000.00	5,000.00
<b><i>FY is required, ensure the correct FY is selected.</i></b>										Requisition Total	\$ 25,000.00

Comments	
HEADER COMMENTS	Provide comments for P020 and P025.  To furnish and deliver traffic cones and barricades on an as-needed basis for the DOT Sign Shop.
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO.  Email Approved PO to: Joseph Vazquez, Ed Morgan and Mike Figuray.
INTERNAL NOTES	Provide comments for department internal use (not for P020 and P025). Comments will not appear on PO.  see above.
APPROVALS	Department Head signature approval for procurements under \$15,000. Procurement Officer Approval for ETSB.



THE COUNTY OF DUPAGE  
FINANCE - PROCUREMENT  
TRAFFIC CONES AND BARRICADES 24-065-DOT  
BID TABULATION



NO.	ITEM	UOM	QTY	Barricade Lites, Inc.		Traffic Control & Protection, LLC dba High Star Traffic	
				PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE
1	Orange Cones - 28" Reflective Collar	EA	250	\$ 15.35	\$ 3,837.50	\$ 19.55	\$ 4,887.50
2	Type I Barricade	EA	100	\$ 83.45	\$ 8,345.00	\$ 84.35	\$ 8,435.00
3	Type III Barricade	EA	10	\$ 254.10	\$ 2,541.00	\$ 239.50	\$ 2,395.00
4	A-Frame & Board Barricade - 6 ft.	EA	10	\$ 164.35	\$ 1,643.50	\$ 175.95	\$ 1,759.50
5	A-Frame & Board Barricade - 8 ft.	EA	10	\$ 199.15	\$ 1,991.50	\$ 206.45	\$ 2,064.50
6	A-Frame & Board Barricade - 10 ft.	EA	10	\$ 232.10	\$ 2,321.00	\$ 236.65	\$ 2,366.50
GRAND TOTAL				\$ 20,679.50			\$ 21,908.00

NOTES

Bid Opening 5/16/2024 @ 4:00 PM	BR, HK
Invitations Sent	7
Total Vendors Requesting Documents	0
Total Bid Responses	2



## PRICE

The Contractor shall provide pricing for the items listed below. The quantities provided are for bid canvassing purposes only and shall not be considered a guarantee of work. All goods are to be shipped F.O.B. Destination. Pricing shall include shipping to DuPage County Division of Transportation, 140 N. County Farm Road, Wheaton, IL 60187. Additional charges shall not be accepted.

NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE
1	Orange Cones - 28" Reflective Collar	EA	250	\$ 15.35	\$ 3,837.50
2	Type I Barricade	EA	100	\$ 83.45	\$ 8,345.00
3	Type III Barricade	EA	10	\$ 254.10	\$ 2,541.00
4	A-Frame & Board Barricade – 6 ft.	EA	10	\$ 164.35	\$ 1,643.50
5	A-Frame & Board Barricade – 8 ft.	EA	10	\$ 199.15	\$ 1,991.50
6	A-Frame & Board Barricade – 10 ft.	EA	10	\$ 232.10	\$ 2,321.00
<b>GRAND TOTAL</b>					<b>\$ 20,679.50</b>
<b>GRAND TOTAL</b> (In words)      Twenty Thousand Six Hundred Seventy Nine and Fifty Cents					

QUOTE SIGNATURE PAGE

TRAFFIC CONES AND BARRICADES 24-065-DOT

# Signature on File

X\_\_\_\_\_

\_\_\_\_\_  
President

(Signature and Title)

\_\_\_\_\_  
5/16/2024

(Date)

QUOTATION MUST BE SIGNED FOR CONSIDERATION

(PLEASE TYPE OR PRINT THE FOLLOWING INFORMATION)

Full Business Name of Bidder	Barricade Lites, Inc.
Main Business Address	1490 W Jeffrey Dr
City, State, Zip Code	Addison, IL 60101
Telephone Number	630-627-6163 Ext 113
Email Address	j.vazquez@blites.com
Bid Contact Person	Joseph Vazquez



## 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: 5/16/2024

Bid/Contract/PO #: BID 24-065-DOT

Company Name: <b>Barricade Lites, Inc.</b>	Company Contact: <b>Joseph Vazquez</b>
Contact Phone: <b>630-627-6163 Ext 113</b>	Contact Email: <b>j.vazquez@blites.com</b>

### 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.

Authorized Signature

**Signature on File**

Printed Name

**Joseph Vazquez**

Title

**President**

Date

**5/16/2024**

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



## Transportation Requisition \$30,000 and Over

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

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**File #:** DT-P-0039-24

**Agenda Date:** 6/4/2024

**Agenda #:** 7.D.

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AWARDING RESOLUTION  
ISSUED TO HARD ROCK CONCRETE CUTTERS, INC.  
TO PROVIDE SIDEWALK CUTTING  
AS NEEDED FOR THE DIVISION OF TRANSPORTATION  
(CONTRACT TOTAL NOT TO EXCEED \$45,000.00)

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

WHEREAS, the lowest most responsible bidder has been designated and the Transportation Committee recommends County Board approval for the issuance of a contract to Hard Rock Concrete Cutters, Inc., to provide sidewalk cutting, as needed for the Division of Transportation, for the period June 11, 2024 through June 10, 2025.

NOW, THEREFORE, BE IT RESOLVED that said contract to provide sidewalk cutting, as needed for the Division of Transportation, for the period June 11, 2024 through June 10, 2025, is hereby approved for issuance to Hard Rock Concrete Cutters, Inc., 601 Chaddick Drive, Wheeling, Illinois 60090, for a contract total not to exceed \$45,000.00.

Enacted and approved this 11th day of June, 2024 at Wheaton, Illinois.

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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

<i>General Tracking</i>		<i>Contract Terms</i>	
FILE ID#:	RFP, BID, QUOTE OR RENEWAL #: MPI Bid #2022-23	INITIAL TERM WITH RENEWALS: OTHER	INITIAL TERM TOTAL COST: \$29,900.00
COMMITTEE: TRANSPORTATION	TARGET COMMITTEE DATE: 06/04/2024	PROMPT FOR RENEWAL: 3 MONTHS	CONTRACT TOTAL COST WITH ALL RENEWALS: \$159,900.00
	CURRENT TERM TOTAL COST: \$45,000.00	MAX LENGTH WITH ALL RENEWALS: FOUR YEARS	CURRENT TERM PERIOD: SECOND RENEWAL
<i>Vendor Information</i>		<i>Department Information</i>	
VENDOR: Hard Rock Concrete Cutters, Inc.	VENDOR #: 11048	DEPT: Division of Transportation	DEPT CONTACT NAME: Roula Eikosidekas
VENDOR CONTACT: Luis Diaz	VENDOR CONTACT PHONE: 224-443-3119	DEPT CONTACT PHONE #: 630-407-6920	DEPT CONTACT EMAIL: roula.eikosidekas@dupagecounty.gov
VENDOR CONTACT EMAIL: luis@hrcinc.com	VENDOR WEBSITE:	DEPT REQ #: 24-1500-46	

#### 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.).

DOT is requesting a purchase order to Hard Rock Concrete Cutters to provide sidewalk saw cutting on an as-needed basis. This contract will be effective from June 11, 2024, through June 10, 2025, for a contract total not to exceed \$45,000.00, per the municipal partnering initiative (MPI) bid #2022-23. Upon mutual agreement, this contract is subject to a second of three renewals for a one-year term.

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

To rehabilitate and restore the sidewalk throughout DuPage County and to ensure accessibility by all users in accordance with the County's adopted ADA Transition Plan.

### SECTION 2: DECISION MEMO REQUIREMENTS

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

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

### SECTION 3: DECISION MEMO

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

## SECTION 4: SOLE SOURCE MEMO/JUSTIFICATION

<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: Hard Rock Concrete Cutters, Inc.	Vendor#:	Dept: Division of Transportation	Division: Accounts Payable
Attn: Luis Diaz	Email: luis@hrccinc.com	Attn: Kathy Curcio	Email: DOTFinance@dupagecounty.gov
Address: 601 Chaddick Drive	City: Wheeling	Address: 421 N. County Farm Road	City: Wheaton
State: IL	Zip: 60090	State: IL	Zip: 60187
Phone: 224-443-3119	Fax:	Phone: 630-407-6892	Fax:
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Hard Rock Concrete Cutters, Inc.	Vendor#:	Dept: Division of Transportation	Division: Highway Maintenance
Attn:	Email:	Attn: David Koehler	Email: david.koehler@dupagecounty.gov
Address: same as above.	City:	Address: 140 N. County Farm Road	City: Wheaton
State:	Zip:	State: IL	Zip: 60187
Phone:	Fax:	Phone: 630-407-6926	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Jun 11, 2024	Contract End Date (PO25): Jun 10, 2025

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		MPI Sidewalk Saw Cutting	FY24	1500	3510	53320		44,000.00	44,000.00
2	1	EA		MPI Sidewalk Saw Cutting	FY25	1500	3510	53320		1,000.00	1,000.00
<b><i>FY is required, ensure the correct FY is selected.</i></b>										Requisition Total	\$ 45,000.00

Comments	
HEADER COMMENTS	<p>Provide comments for P020 and P025.</p> <p>To provide sidewalk saw cutting for DuPage County Jurisdictions, per Municipal Partnering Initiative (MPI) Village of Lombard bid #2022-23.</p>
SPECIAL INSTRUCTIONS	<p>Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO.</p> <p>Email Approved PO to: Luis Diaz, Mike Figuray, Jason Walsh and David Koehler.</p>
INTERNAL NOTES	<p>Provide comments for department internal use (not for P020 and P025). Comments will not appear on PO.</p> <p>see above.</p>
APPROVALS	<p>Department Head signature approval for procurements under \$15,000. Procurement Officer Approval for ETSB.</p>

**VILLAGE OF LOMBARD**

**2022 SIDEWALK SAW CUTTING PROGRAM  
Bid Tabulation**

DATE:	May 5, 2022	NAME & ADDRESS OF BIDDER	CONTRACT QUANTITIES	Hard Rock Concrete Cutters, INC. 601 Chaddick Dr. Wheeling, Illinois 60090		Murphy Construction Services, LLC 16W273 83rd Street, Suite D Burr Ridge, IL 6027	
TIME:	10:00 AM						
DOCUMENT # RFB 2022-23							
DOCUMENT NAME: Sidewalk Saw Cutting							
			Notes				
NO	ITEM	QUANTITY	UNITS	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	Lombard(Zones 4, 5, & 6)	Square	400	39.83	\$15,932.00	56.00	\$22,400.00
2	Bartlett	Square	850	39.83	\$33,855.50	56.00	\$47,600.00
3	Bensenville	Square	200	39.83	\$7,966.00	56.00	\$11,200.00
4	Elmhurst	Square	500	39.83	\$19,915.00	56.00	\$28,000.00
5	West Chicago	Square	400	39.83	\$15,932.00	56.00	\$22,400.00
6	Wheaton	Square	280	39.83	\$11,152.40	56.00	\$15,680.00
7	Woodridge	Square	1,300	39.83	\$51,779.00	56.00	\$72,800.00
8	DuPage County	Square	650	39.83	\$25,889.50	56.00	\$36,400.00
GRAND TOTAL					\$182,421.40		\$256,480.00

Prepared by: Mike Spolar, Village Engineer, 05/05/2022





## AMENDMENT FOR CONTRACT RENEWAL

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This contract, made and entered into by The County of DuPage, 421 North County Farm Road, Wheaton, Illinois, 60187, hereinafter called the "COUNTY" and Hard Rock Concrete Cutters Inc. located at 601 Chaddick Drive, Wheeling IL 60090, hereinafter called the "CONTRACTOR", witnesseth;

The COUNTY and the CONTRACTOR have previously entered into a Contract, pursuant to Bid #22-SIDEWALK SAW CUTTING which became effective on 6/8/2022 and which expired 3/31/2024. The contract is subject to a final option to renew for a twelve (12) month period.

The contract renewal shall be effective on the date of last signature, and shall terminate on 6/10/2025.

The parties now agree to renew said agreement, upon the same terms as previously agreed to, as specified in the original contract, including a one-time price adjustment of 2% effective 6/11/2024, as specified in the original contract.

### CONTRACTOR

### THE COUNTY OF DUPAGE

Signature on File

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
SIGNATURE

Lisa Crilly

Brian Rovik

\_\_\_\_\_  
PRINTED NAME

\_\_\_\_\_  
PRINTED NAME

Corporate Secretary

Buyer I

\_\_\_\_\_  
PRINTED TITLE

\_\_\_\_\_  
PRINTED TITLE

5/30/2024

\_\_\_\_\_  
DATE

\_\_\_\_\_  
DATE

## SCHEDULE OF PRICES

Village of Lombard, Illinois



Company Name: Hard Rock Concrete Cutters, Inc.

PROJECT

Address: 601 Chaddick Drive

2022 MPI 2022 SIDEWALK  
SAWING PROGRAM  
RFB # 2022-23

City, State, Zip Code: Wheeling, IL 60090

Item No.	Community	EACH	Estimated Quantity	Unit Price	Extended Price
1	<b>Lombard (Zones 4, 5, &amp; 6)</b>	Square	<b>400</b>	\$ 39.83	\$ 15,932.00
2	<b>Bartlett</b>	Square	<b>850</b>	\$ 39.83	\$ 33,855.50
3	<b>Bensenville</b>	Square	<b>200</b>	\$ 39.83	\$ 7,966.00
4	<b>Elmhurst</b>	Square	<b>500</b>	\$ 39.83	\$ 19,915.00
5	<b>West Chicago</b>	Square	<b>400</b>	\$ 39.83	\$ 15,932.00
6	<b>Wheaton</b>	Square	<b>280</b>	\$ 39.83	\$ 11,152.40
7	<b>Woodridge</b>	Square	<b>1300</b>	\$ 39.83	\$ 51,779.00
8	<b>DuPage County Division of Transportation</b>	Square	<b>650</b>	\$ 39.83	\$ 25,889.50
	<b>TOTAL</b>				\$ 182,421.40

Any and all exceptions to these specifications MUST be clearly and completely indicated on the bid sheet. Attach additional pages if necessary. **NOTE TO BIDDERS:** Please be advised that any exceptions to these specifications may cause your bid to be disqualified. Submit bids by SEALED BID ONLY. Fax and e-mail bids are not acceptable and will not be considered.

## GENERAL TERMS AND CONDITIONS

### 1. INTENT

It is the intent of the Village of Lombard, the Village of Bartlett, the Village of Bensenville, the City of Elmhurst, the City of West Chicago, the City of Wheaton, and the Village of Woodridge, hereafter referred to as "Government Agencies", to jointly bid the cutting of sidewalks to address deficiencies and obtain compliance with the Americans with Disabilities Act.

Through this joint bid process, the Government Agencies are presenting an economy of scale to potential bidders, providing them with opportunities for increased revenues as well as reduced costs, which the bidders should in turn extend to the Government Agencies via lower pricing.

The Village of Lombard is the lead agency for the bid process on behalf of the Government Agencies. Each Village and Village's manager or board of trustees/council, as the case may be, will have the right to review and independently approve or reject the bid award and execute the Agreement Acceptance.

**Work performed under this RFB, shall be in accordance with the provisions of the Illinois Prevailing Wage Act 820 ILCS 130/0.01 et seq. and Employment of Illinois Workers on Public Works Act (30 ILCS 570/).**

### 2. BID PRICE

The Contractor shall provide pricing on the schedule of prices included in this Request for Bids ("RFB") per the specifications identified herein. The Contractor shall offer pricing for all of the items included on the schedule of prices. The schedule of prices includes base bid items and additional items for which the Government Agencies are requesting supplemental unit prices. The supplemental unit prices will be utilized if a Government Agencies later determines items are needed.

**Bidders shall maintain pricing for a minimum of ninety (90) days from opening date.**

### 3. AWARD

**The Contract award will be based on the Base Bid Total Costs amount proposed by the Contractor.** Award shall be made to the lowest responsive and responsible bidder(s) who best meets the specifications including financial capacity to perform, experience and qualifications performing similar work, and scheduling based upon the evaluation criteria specified herein.

No work shall be awarded to a Bidder that is in arrears or is in default to any of the Government Agencies for any debt or contract, or that has defaulted, as surety or otherwise, upon any obligation to the Government Agencies, or that has failed to perform satisfactorily any previous contract with, or work for, the Government Agencies.

### 4. TERM

The term of this Agreement shall be one (1) year from the date of award. All participating parties reserves the right to renew this contract for two (2) additional one (1) year periods, subject to acceptable performance by the Contractor. Unit prices (including supplemental unit prices) shall be held constant for the initial term of this agreement.

For subsequent terms, requests for increases of unit prices shall be limited to two percent (2%) or CPI of the Chicago-Gary-Kenosha Index, whichever is less. Requests for price increases shall be submitted. In the event the annual change in the CPI for the preceding calendar year is negative, no change in unit prices shall occur.

At the end of any contract term, the Village of Lombard reserves the right to extend this contract for a period of up to sixty (60) days for the purpose of getting a new contract in place.

For any year beyond the initial year, this contract is contingent upon the appropriation of sufficient funds by each government Agency; no charges shall be assessed for failure of a Government Agency to appropriate funds in future contract years.

The Village of Lombard reserves the right to reject any request for a subsequent term price increase and terminate the Agreement.

### 5. VOLUME/ESTIMATED QUANTITY

The volumes identified herein are estimated quantities. The Government Agencies do not guarantee any specific amount and shall not be held responsible for any deviation. This contract shall cover the Government Agencies requirements whether more or less than the estimated amount.

The Government Agencies reserve the right to increase and/or decrease quantities, add or delete locations during the term of the Agreement, whatever is deemed to be in the best interest of the Government Agencies.



## 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: 4/30/2024

Bid/Contract/PO #: Bid#22

Company Name: Hard Rock Concrete Cutters, Inc.	Company Contact: Lisa Crilly
Contact Phone: 847-850-7714	Contact Email: lisa@hrccinc.com

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

1. Every contractor, union, or vendor that is seeking or has previously obtained a contract, change orders to one (1) or more contracts, or two (2) or more individual contracts with the county, 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.

Authorized Signature Signature on File

Printed Name Lisa Crilly

Title Corporate Secretary

Date April 30, 2024

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



## Transportation Requisition \$30,000 and Over

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

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**File #:** DT-P-0040-24

**Agenda Date:** 6/4/2024

**Agenda #:** 7.E.

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AWARDING RESOLUTION ISSUED TO MAC'S BODY SHOP, INC.  
TO PROVIDE AUTO BODY REPAIRS AS NEEDED  
FOR THE DIVISION OF TRANSPORTATION AND SHERIFF'S OFFICE  
(CONTRACT TOTAL NOT TO EXCEED \$79,900.00)

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

WHEREAS, the lowest most responsible bidder has been designated and the Transportation Committee recommends County Board approval for the issuance of a contract to Mac's Body Shop, Inc., to provide auto body repairs, as needed for the Division of Transportation and the Sheriff's Office, for the period June 14, 2024 through June 30, 2025.

NOW, THEREFORE BE IT RESOLVED, that said contract to provide auto body repairs, as needed, for the period June 14, 2024 through June 30, 2025, is hereby approved for issuance to Mac's Body Shop, Inc., 652 West Lake Street, Addison, Illinois 60101, for a contract total amount not to exceed \$79,900.00, per lowest responsible bid #23-071-DOT, first of three renewals. (Division of Transportation \$29,900.00 and Sheriff's Office \$50,000.00).

Enacted and approved this 11th day of June, 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

<i>General Tracking</i>		<i>Contract Terms</i>	
FILE ID#:	RFP, BID, QUOTE OR RENEWAL #: #23-071-DOT	INITIAL TERM WITH RENEWALS: 1 YR + 3 X 1 YR TERM PERIODS	INITIAL TERM TOTAL COST: \$79,900.00
COMMITTEE: TRANSPORTATION	TARGET COMMITTEE DATE: 06/04/2024	PROMPT FOR RENEWAL: 3 MONTHS	CONTRACT TOTAL COST WITH ALL RENEWALS: \$319,600.00
	CURRENT TERM TOTAL COST: \$79,900.00	MAX LENGTH WITH ALL RENEWALS: FOUR YEARS	CURRENT TERM PERIOD: FIRST RENEWAL
<i>Vendor Information</i>		<i>Department Information</i>	
VENDOR: Mac's Body Shop Inc.	VENDOR #: 10197	DEPT: Division of Transportation	DEPT CONTACT NAME: Roula Eikosidekas
VENDOR CONTACT: John McNicholas	VENDOR CONTACT PHONE: 630-462-1455	DEPT CONTACT PHONE #: 630-407-6920	DEPT CONTACT EMAIL: roula.eikosidekas@dupagecounty.gov
VENDOR CONTACT EMAIL: macsbs@aol.com	VENDOR WEBSITE:	DEPT REQ #: 24-1500-44	

#### 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.).

DOT Fleet is requesting a purchase order to Mac's Body Shop, to provide automotive body repairs for the DOT and the Sheriff's Office. Effective on July 1, 2024 through June 30, 2025, for a contract total not to exceed \$79,900.00 (DOT in the amount of \$29,900.00 and Sheriffs in the amount of \$50,000.00), per low bid #23-071-DOT.

- Body Labor \$52
- Paint Labor \$52
- Paint & Supplies \$33
- Mechanical \$80
- Frame Work \$80
- Towing Charges (one-way) \$125
- Discount (5%) off list price.

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

Automotive body repair services are needed to repair damaged to County owned vehicles for the DOT and Sheriff's under the responsibility of the Division of Transportation.

### 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: Mac's Body Shop Inc.	Vendor#: 10197	Dept: Division of Transportation	Division: Accounts Payable
Attn: John McNicholas	Email: macsbs@aol.com	Attn: Kathy Curcio	Email: DOTFinance@dupagecounty.gov
Address: 652 W. Lake Street	City: Addison	Address: 421 N. County Farm Road	City: Wheaton
State: IL	Zip: 60101	State: IL	Zip: 60187
Phone: 630-462-1455	Fax:	Phone: 630-407-6892	Fax:
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Mac's Body Shop Inc.	Vendor#: 10197	Dept: Division of Transportation	Division: Fleet
Attn:	Email:	Attn: William Bell	Email: william.bell@dupagecounty.gov
Address: same address as above.	City:	Address: 180 N. County Farm Road	City: Wheaton
State:	Zip:	State: IL	Zip: 60187
Phone:	Fax:	Phone: 630-407-6931	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Jul 1, 2024	Contract End Date (PO25): Jun 30, 2025
Contract Administrator (PO25): Roula Eikosidekas			

Purchase Requisition Line Details											
LN	Qty	UOM	Item Detail (Product #)	Description	FY	Company	AU	Acct Code	Sub-Accts/ Activity Code	Unit Price	Extension
1	1	EA		DOT - Auto Body Repairs	FY24	1500	3520	53380		14,950.00	14,950.00
2	1	EA		DOT - Auto Body Repairs	FY25	1500	3520	53380		14,950.00	14,950.00
3	1	EA		Sheriff's - Auto Body Repairs	FY24	1000	4400	53380		25,000.00	25,000.00
4	1	EA		Sheriff's - Auto Body Repairs	FY25	1000	4400	53380		25,000.00	25,000.00
<b><i>FY is required, assure the correct FY is selected.</i></b>										Requisition Total	\$ 79,900.00

Comments	
HEADER COMMENTS	Provide comments for P020 and P025.  To provide Automotive Body Repairs for the DOT Fleet & Sheriff's Office for a one-year term.
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO.  Email Approved PO to: John McNicholas, William Bell and Mike Figuray.
INTERNAL NOTES	Provide comments for department internal use (not for P020 and P025). Comments will not appear on PO.  see above.
APPROVALS	Department Head signature approval for procurements under \$15,000. Procurement Officer Approval for ETSB.

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





THE COUNTY OF DUPAGE  
FINANCE - PROCUREMENT  
AUTOMOTIVE AND HEAVY-DUTY BODY REPAIR 23-071-DOT  
BID TABULATION

				Al Piemonte Ford Sales		Mac's Body Shop Inc.	
NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE
SECTION 1: Automotive Body Repair							
1	Body Labor	HR	250	\$ 60.00	\$ 15,000.00	\$ 52.00	\$ 13,000.00
2	Paint Labor	HR	100	\$ 60.00	\$ 6,000.00	\$ 52.00	\$ 5,200.00
3	Paint and Suplies	HR	100	\$ 39.00	\$ 3,900.00	\$ 33.00	\$ 3,300.00
4	Mechanical	HR	100	\$ 165.00	\$ 16,500.00	\$ 80.00	\$ 8,000.00
5	Frame	HR	50	\$ 95.00	\$ 4,750.00	\$ 80.00	\$ 4,000.00
6	Towing Charge	1-way	20	\$ 250.00	\$ 5,000.00	\$ 125.00	\$ 2,500.00
SECTION 2: Automotive Motor Crash Guide							
NO.	ITEM	EST. VALUE		% MARK-UP DISCOUNT	EXTENDED PRICE	% MARK-UP DISCOUNT	EXTENDED PRICE
7	Annual Expected Expenditure	\$10,000.00		-30.00%	\$ 7,000.00	-5.00%	\$ 9,500.00
TOTAL: AUTOMOTIVE BODY REPAIR					\$ 58,150.00		\$ 45,500.00

				Al Piemonte Ford Sales		Mac's Body Shop Inc.	
SECTION 3: Heavy-Duty Body Repair							
NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE	PRICE	EXTENDED PRICE
8	Body Labor	HR	100	\$ 65.00	\$ 6,500.00	No Bid	
9	Paint Labor	HR	40	\$ 65.00	\$ 2,600.00	No Bid	
10	Paint and Suplies	HR	40	\$ 42.00	\$ 1,680.00	No Bid	
11	Mechanical	HR	50	\$ 185.00	\$ 7,400.00	No Bid	
12	Frame	HR	40	\$ 95.00	\$ 3,800.00	No Bid	
13	Towing Charge	1-way	6	\$ 400.00	\$ 2,400.00	No Bid	
SECTION 4: Heavy-Duty Motor Crash Guide							
NO.	ITEM	EST. VALUE		% MARK-UP DISCOUNT	EXTENDED PRICE	% MARK-UP DISCOUNT	EXTENDED PRICE
14	Annual Expected Expenditure	\$10,000.00		-30.00%	\$ 7,000.00	No Bid	
TOTAL: HEAVY-DUTY BODY REPAIR					\$ 31,380.00		\$ -

NOTES

Bid Opening 5/11/2023 @ 2:30 PM	VC, NE
Invitations Sent	21
Total Vendors Requesting Documents	0
Total Bid Responses	2

### SECTION 7 - BID FORM PRICING

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

NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE
SECTION 1: Automotive Body Repair					
1	Body Labor	HR	250	\$ 52.00	\$ 13,000.00
2	Paint Labor	HR	100	\$ 52.00	\$ 5,200.00
3	Paint and Supplies	HR	100	\$ 33.00	\$ 3,300.00
4	Mechanical	HR	100	\$ 80.00	\$ 8,000.00
5	Frame	HR	50	\$ 80.00	\$ 4,000.00
6	Towing Charge	1-way	20	\$ 125.00	\$ 2,500.00
NO.	ITEM	EST. VALUE		% MARK-UP/DISCOUNT LIST PRICE IN THE MOTOR CRASH GUIDE	EXTENDED PRICE
SECTION 2 - Automotive Motor Crash Guide					
Provide a percentage markup or discount off list price in the Motor Crash Guide.					
7	Annual Expected Expenditure	\$10,000		+10 - 5.00 %	\$ -500.00
TOTAL SECTION 1 & 2					\$ 35,500.00

NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE
SECTION 3 - Heavy-Duty Body Repair					
8	Body Labor	HR	100	\$	\$
9	Paint Labor	HR	40	\$	\$
10	Paint and Supplies	HR	40	\$	\$
11	Mechanical	HR	50	\$	\$
12	Frame	HR	40	\$	\$
13	Towing Charge	1-way	6	\$	\$
Section 4 - Heavy-Duty Motor Crash Guide Provide a percentage markup or discount off list price in the Motor Crash Guide.					
NO.	ITEM	EST. VALUE		% MARK-UP/DISCOUNT LIST PRICE IN THE MOTOR CRASH GUIDE	EXTENDED PRICE
14	Annual Expected Expenditure	\$10,000		+ / - %	\$
TOTAL SECTION 3 & 4					\$
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.

Signature on File

X

Sec

CORPORATE SEAL  
(If available)

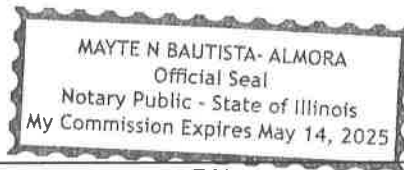
BID MUST BE SIGNED AND NOTARIZED (WITH SEAL) FOR CONSIDERATION

Subscribed and sworn to before me this 9th day of May AD, 2023

Signature on File

My Commission Expires: 5/14/25

Notary Public



SEAL

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	John McNicholas	NAME	Mac's Body Shop
CONTACT	John	CONTACT	John
ADDRESS	652 W. Lake St.	ADDRESS	652 W. Lake St.
CITY ST ZIP	Addison IL 60101	CITY ST ZIP	Addison, IL 60101
TX	630-462-1455	TX	630-462-1455
FX	630-396-2242	FX	630-396-2242
EMAIL	Mac'sBS@AOL.com	EMAIL	Mac'sBS@AOL.com
COUNTY BILL TO INFORMATION:		COUNTY SHIP TO INFORMATION:	
DuPage County Division of Transportation 421 North County Farm Road Wheaton, IL 60187 TX: (630) 407-6900 EMAIL: DOTFinance@dupageco.org		DuPage County Fleet Maintenance Building 180 North County Farm Road Wheaton, IL 60187 TX: (630) 407-6931 EMAIL: William Bell@dupageco.org	

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



## 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 Mac's Body Shop Inc., located at 652 W. Lake Street, Addison, IL 60101, hereinafter called the "CONTRACTOR", witnesseth;

The COUNTY and the CONTRACTOR have previously entered into a Contract, pursuant to Bid #23-071-DOT which became effective on 6/14/2023 and which will expire 6/30/2024. The contract is subject to a first of three options to renew for a twelve (12) month period.

The contract renewal shall be effective on the date of last signature, and shall terminate on 6/30/2025.

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

**CONTRACTOR**

**THE COUNTY OF DUPAGE**

# Signature on File

SIGNATURE

*John McNicholas*

PRINTED NAME

*V.P.*

PRINTED TITLE

*4-24-24*

DATE

SIGNATURE

*Brian Rovik*

PRINTED NAME

*Buyer I*

PRINTED TITLE

DATE



## 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: \_\_\_\_\_

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

Company Name: <u>Mac's Book Shop</u>	Company Contact: <u>John</u>
Contact Phone: <u>630-462-1455/630-543-5650</u>	Contact Email: <u>Macbs@aol.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.

Authorized Signature \_\_\_\_\_

**Signature on File**

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

John M. Nicholas

Title \_\_\_\_\_

V.P.

Date \_\_\_\_\_

4-24-24

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



## Change Order

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

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**File #:** 24-1665

**Agenda Date:** 6/4/2024

**Agenda #:** 8.A.

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consent  
DOT 6/4  
CB 6/11  
hbs  
js



# Request for Change Order

## Procurement Services Division

Attach copies of all prior Change Orders

Date: May 20, 2024

MinuteTraq (IQM2) ID #:

<b>Purchase Order #:</b> 4284-1-SERV	<b>Original Purchase Order Date:</b> Dec 3, 2019	<b>Change Order #:</b> 7	<b>Department:</b> Division of Transportation
<b>Vendor Name:</b> Atlas Engineering Group, Ltd.		<b>Vendor #:</b> 32246	<b>Dept Contact:</b> Bill Eidson
<b>Background and/or Reason for Change Order Request:</b>	Professional Preliminary/Design Engineering Services, upon request (Various Locations). Section #20-DEENG-04-EG Extend contract expiration date to October 31, 2024, and last invoice allowed date to Nov 30, 2025. No change in contract encumbrance.		
<b>IN ACCORDANCE WITH 720 ILCS 5/33E-9</b>			

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

INCREASE/DECREASE		
A	Starting contract value	\$250,000.00
B	Net \$ change for previous Change Orders	
C	Current contract amount (A + B)	\$250,000.00
D	Amount of this Change Order <input type="checkbox"/> Increase <input type="checkbox"/> Decrease	
E	New contract amount (C + D)	\$250,000.00
F	Percent of current contract value this Change Order represents (D / C)	0.00%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	0.00%

### DECISION MEMO NOT REQUIRED

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

### DECISION MEMO REQUIRED

- ☒ Increase (greater than 29 days) contract expiration from: Jun 30, 2024 to: Oct 31, 2024
- ☐ Increase  $\geq$  \$2,500.00, or  $\geq$  10%, of current contract amount ☐ Funding Source \_\_\_\_\_
- ☐ OTHER - explain below:

kbc	6892	May 20, 2024	WCE	6890	5/21/2024
Prepared By (Initials)	Phone Ext	Date	Recommended for Approval (Initials)	Phone Ext	Date
<b>REVIEWED BY (Initials Only)</b>					
Buyer			Procurement Officer		
Date			Date		
Chief Financial Officer			Chairman's Office		
(Decision Memos Over \$25,000)			(Decision Memos Over \$25,000)		
Date			Date		





## Decision Memo

### Procurement Services Division

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

Date: May 20, 2024

File ID #:

Purchase Order #: 4284-1-SERV

Requesting Department: Division of Transportation	Department Contact: Daniel Nowak
Contact Email: dan.nowak@dupagecounty.gov	Contact Phone: 6900
Vendor Name: Atlas Engineering Group, Ltd.	Vendor #: 32246

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

The Professional Preliminary/Design Engineering Services, upon request (Various Locations), contract 4284-1-SERV issued to Atlas Engineering Group, Ltd., Section #20-DEENG-04-EG expires on June 30, 2024. An extension of time until October 31, 2024 is recommended.

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

The DOT has determined that projects currently under design by Atlas Engineering Group, Ltd. require additional time for completion. Atlas Engineering is in the best position to complete the outstanding work orders at the lowest cost to the County. Therefore an extension of time is the recommended course of action.

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

The DOT only selects firms that are pre-qualified in accordance with IDOT guidelines. Requests for Statements of Interest were sent to firms throughout the industry. Statements of Interest were received from 39 firms. Based on the review of the Statements of Interest, 3 firms were shortlisted and requested to submit a Statement of Qualification. The DOT reviewed each submittal taking into consideration the qualifications of the firm and any subconsultants, experience of key personnel, understanding of the project, experience on similar projects and any strategies/opportunities to ensure the project schedule is met. Based on a comprehensive review of the submittals, the DOT determined that the project team assembled by Atlas Engineering Group, Ltd. was most qualified and had the staff available to perform the work on behalf of the County.

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

An extension of time to October 31, 2024, with no change in the contract amount is the recommended course of action since Atlas Engineering Group, Ltd. has completed the work to date in a satisfactory and timely manner. DOT does not have the staff resources in order to complete design engineering and permitting on assigned projects and manage other projects as well. Terminating this contract and soliciting proposals for a new contract would delay the work and result in higher costs.

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

No change in contract encumbrance.



## Change Order

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

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**File #:** 24-1666

**Agenda Date:** 6/4/2024

**Agenda #:** 8.B.

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# Request for Change Order

## Procurement Services Division

Attach copies of all prior Change Orders

Date: May 20, 2024

MinuteTraq (IQM2) ID #: \_\_\_\_\_

Consent  
DOT 6/4  
CB 6/11

kbc  
48

<b>Purchase Order #:</b> 5808-1-SERV	<b>Original Purchase Order Date:</b> May 10, 2022	<b>Change Order #:</b> 2	<b>Department:</b> Division of Transportation
<b>Vendor Name:</b> Atlas Engineering Group, LTD		<b>Vendor #:</b> 32246	<b>Dept Contact:</b> Kathleen Black Curcio
<b>Background and/or Reason for Change Order Request:</b>	Professional Structural Engineering Services, upon request, (Various Locations), Section #22-STENG-04-EG Extend contract expiration date to May 31, 2025, and last invoice allowed date to Nov 30, 2025.		
<b>IN ACCORDANCE WITH 720 ILCS 5/33E-9</b>			

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

INCREASE/DECREASE		
A	Starting contract value	\$350,000.00
B	Net \$ change for previous Change Orders	
C	Current contract amount (A + B)	\$350,000.00
D	Amount of this Change Order <input type="checkbox"/> Increase <input type="checkbox"/> Decrease	
E	New contract amount (C + D)	\$350,000.00
F	Percent of current contract value this Change Order represents (D / C)	0.00%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	0.00%

### DECISION MEMO NOT REQUIRED

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

### DECISION MEMO REQUIRED

- ☒ Increase (greater than 29 days) contract expiration from: Nov 30, 2024 to: May 31, 2025
- ☐ Increase  $\geq$  \$2,500.00, or  $\geq$  10%, of current contract amount ☐ Funding Source \_\_\_\_\_
- ☐ OTHER - explain below:

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kbc	6892	May 20, 2024	WCE	6890	5/21/2024
Prepared By (Initials)	Phone Ext	Date	Recommended for Approval (Initials)	Phone Ext	Date
<b>REVIEWED BY (Initials Only)</b>					
Buyer	Date	Procurement Officer	Date		
Chief Financial Officer (Decision Memos Over \$25,000)	Date	Chairman's Office (Decision Memos Over \$25,000)	Date		





## Decision Memo

### Procurement Services Division

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

Date: May 20, 2024

File ID #:

Purchase Order #: 5808-1-SERV

Requesting Department: Division of Transportation	Department Contact: Nils Jordahl
Contact Email: Nils.jordahl@dupagecounty.gov	Contact Phone: 6900
Vendor Name: Atlas Engineering Group, Ltd.	Vendor #: 32246

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

The Professional Structural Engineering Services, upon request (Various Locations), contract 5808-1-SERV issued to Atlas Engineering Group, Ltd., Section #22-STENG-04-EG expires November 30, 2024. An extension of time until May 31, 2025 is recommended.

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

Atlas Engineering Group, Ltd. is currently engaged in open work orders relating to improvements to the Volunteer Bridge (22-00316-02-BR), and repair and replacement of various retaining walls (23-RETWL-04-MS). These projects require additional time for stakeholder coordination and completion of design. Therefore, an extension of time is the recommended course of action.

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

The DOT only selects firms that are pre-qualified in accordance with IDOT guidelines. Requests for Statements of Interest were sent to firms throughout the industry and responses were received from 23 firms qualified to perform this work. The DOT reviewed each submittal with specific attention to their understanding of the project, experience of staff to be assigned to the project, relevant past work, and minority/women owned business participation. Based on a comprehensive review of the submittals, the DOT determined that the project team assembled by Atlas Engineering Group, Ltd. is qualified and has the staff available to perform the work on behalf of the County.

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

An extension of time to May 31, 2025, with no change in the contract amount is the recommended course of action since Atlas Engineering Group, Ltd. has completed the work to date in a satisfactory and timely manner. DOT does not have the staff resources in order to complete design engineering and permitting on assigned projects and manage other projects as well. Terminating this contract and soliciting proposals for a new contract would delay the work and result in higher costs.

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

No change in contract encumbrance.



## Change Order

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

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**File #:** 24-1667

**Agenda Date:** 6/4/2024

**Agenda #:** 8.C.

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# Request for Change Order

## Procurement Services Division

Attach copies of all prior Change Orders

consent  
DOT 6/14  
CB 6/11

kbe

Date: May 20, 2024

MinuteTraq (IQM2) ID #:

<b>Purchase Order #:</b> 5776-1-SERV	<b>Original Purchase Order Date:</b> Apr 26, 2022	<b>Change Order #:</b> 3	<b>Department:</b> Division of Transportation
<b>Vendor Name:</b> H.W. Lochner, Inc.			<b>Dept Contact:</b> Bill Eidson
<b>Vendor #:</b> 12406			
<b>Background and/or Reason for Change Order Request:</b>	Professional Structural Engineering Services, upon request (Various Locations), Section #22-STENG-05-EG. Extend contract expiration date to October 31, 2025, and last invoice allowed date to May 31, 2026.		
<b>IN ACCORDANCE WITH 720 ILCS 5/33E-9</b>			

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

INCREASE/DECREASE		
A	Starting contract value	\$350,000.00
B	Net \$ change for previous Change Orders	\$245,000.00
C	Current contract amount (A + B)	\$595,000.00
D	Amount of this Change Order <input type="checkbox"/> Increase <input type="checkbox"/> Decrease	
E	New contract amount (C + D)	\$595,000.00
F	Percent of current contract value this Change Order represents (D / C)	0.00%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)	70.00%

### DECISION MEMO NOT REQUIRED

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

### DECISION MEMO REQUIRED

- ☒ Increase (greater than 29 days) contract expiration from: Nov 30, 2024 to: Oct 31, 2025
- ☐ Increase  $\geq$  \$2,500.00, or  $\geq$  10%, of current contract amount ☐ Funding Source \_\_\_\_\_
- ☐ OTHER - explain below:

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kbc	6892	May 20, 2024	WCE	6890	5/21/2024
Prepared By (Initials)	Phone Ext	Date	Recommended for Approval (Initials)	Phone Ext	Date
<b>REVIEWED BY (Initials Only)</b>					
Buyer _____ Date _____			Procurement Officer <u>8</u> _____ Date <u>5/22/2024</u>		
Chief Financial Officer _____ Date _____			Chairman's Office _____ Date _____		
(Decision Memos Over \$25,000)			(Decision Memos Over \$25,000)		





## Decision Memo

### Procurement Services Division

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

Date: May 20, 2024

File ID #:

Purchase Order #: 5776-1-SERV

Requesting Department: Division of Transportation	Department Contact: Nils Jordahl
Contact Email: nils.jordahl@dupagecounty.gov	Contact Phone: 6900
Vendor Name: HW Lochner, Inc.	Vendor #: 12406

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

Professional Structural Engineering Services, upon request (Various Locations), contract 5776-1-SERV issued to HW Lochner, Inc., Section 22-STENG-05-EG expires November 30, 2024. An extension of time until October 31, 2025 is recommended.

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

HW Lochner, Inc. is currently engaged in an open work order relating to CH 4/Bloomington Road over Chicago, Central & Pacific Railroad Bridge Replacement (22-00184-12-BR). This project requires additional time for railroad coordination and completion of design. Therefore, an extension of time is the recommended course of action.

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

The DOT only selects firms that are pre-qualified in accordance with IDOT guidelines. Requests for Statements of Interest were sent to firms throughout the industry and responses were received from 23 firms qualified to perform this work. The DOT reviewed each submittal with specific attention to their understanding of the project, experience of staff to be assigned to the project, relevant past work, and minority/women owned business participation. Based on a comprehensive review of the submittals, the DOT determined that the project team assembled by H.W. Lochner, Inc., is qualified and has the staff available to perform the work on behalf of the County.

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

An extension of time to October 31, 2025, with no change in the contract amount is the recommended course of action since HW Lochner, Inc. has completed the work to date in a satisfactory and timely manner. DOT does not have the staff resources in order to complete design engineering and permitting on assigned projects and manage other projects as well. Terminating this contract and soliciting proposals for a new contract would delay the work and result in higher costs.

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

No change in contract encumbrance.



## Transportation Resolution

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

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**File #:** DT-R-0024-24

**Agenda Date:** 6/4/2024

**Agenda #:** 9.A.

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AWARDING RESOLUTION  
TO SEBERT LANDSCAPING COMPANY FOR THE  
2024-2025 HIGHWAY VEGETATIVE MAINTENANCE PROGRAM  
SECTION 24-LSMTC-05-LS  
(ESTIMATED COUNTY COST: \$484,297.50)

WHEREAS, the County of DuPage is authorized and empowered to construct, repair, improve and maintain County and/or township roads, bridges, and appurtenances; and

WHEREAS, the County of DuPage has published a contract proposal for the 2024-2025 Highway Vegetative Maintenance Program, Section 24-LSMTC-05-LS, setting forth the terms, conditions, and specification (a copy of which is incorporated herein by reference); and

WHEREAS, the budget for the 2024-2025 fiscal year provides for the construction and maintenance of roads, bridges, and appurtenances; and

WHEREAS, the following bids were received in compliance with the contract proposal:

<u>NAME</u>	<u>BID AMOUNT</u>
Sebert Landscaping Co.	\$484,297.50

; and

WHEREAS, it has been determined that it is in the best interest of the County of DuPage to award a contract to Sebert Landscaping Company for their submission of the lowest, most responsible bid in the amount of \$484,297.50.

NOW, THEREFORE, BE IT RESOLVED, that a contract in accordance with the terms, conditions, and specifications set forth in said contract proposal be, and is hereby awarded to Sebert Landscaping Company, 1550 West Bartlett Road, Bartlett, Illinois 60103 for their bid of \$484,297.50; and



BE IT FURTHER RESOLVED, that the Chair and Clerk of the DuPage County Board are hereby authorized and directed to execute the aforesaid contract with Sebert Landscaping Company.

Enacted and approved this 11th day of June, 2024 at Wheaton, Illinois.

---

DEBORAH A. CONROY, CHAIR  
DU PAGE COUNTY BOARD

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

JEAN KACZMAREK, COUNTY CLERK

kbe  
12

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DUPAGE COUNTY  
DIV. OF TRANSPORTATION

2024 MAY 14 PM 2:01

Tuesday, May 14, 2024  
2:00 PM

2024-2025 Highway Vegetative Maintenance  
Section 24-LSMTC-05-LS

[illegible]

- Addenda (if any)
- Proposal (form BLR12200 & BLR 12201)
  - Cover page
  - Proposal
  - Signatures
  - Notice to Bidders
  - Contractor Certifications
  - Schedule of Prices
- Local Agency Proposal Bid Bond (or Check)
- Apprenticeship or Training Program Certification (not for federally funded projects)
- Affidavit of Illinois Business Office
- BC 57 Affidavit of Availability (*may be submitted within 24 hours after the letting*)
- Vendor Ethics Disclosure Statement
- three (3) references form
- W-9 - Taxpayer Identification Number (*may be submitted after the letting*)
- Any other items required to be submitted with the bid, such as Bituminous Materials Cost Allowance, or Steel Cost Adjustment, or Fuel Cost Adjustment





## 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: \_\_\_\_\_

Bid/Contract/PO #: **24-LSMTC-05-LS**

Company Name: <b>Sebert Landscape</b>	Company Contact: <b>Shannon Hoban</b>
Contact Phone: <b>630-497-1000 ext. 3204</b>	Contact Email: <b>shannon@sebert.com</b>

### 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_board/ethics_at_the_county/)

I hereby acknowledge \_\_\_\_\_ and these requirements.

Authorized Signature

**Signature on File**

Printed Name

**Steve Pearce**

Title

**Vice President of Operations**

Date

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



## Transportation Resolution

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

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**File #:** DT-R-0025-24

**Agenda Date:** 6/4/2024

**Agenda #:** 9.B.

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AWARDING RESOLUTION  
TO SEBERT LANDSCAPING COMPANY FOR THE  
2024-2025 VARIOUS HIGHWAY LANDSCAPING PROGRAM  
SECTION 24-HWYLS-02-LS  
(ESTIMATED COUNTY COST: \$276,125.00)

WHEREAS, the County of DuPage is authorized and empowered to construct, repair, improve and maintain County and/or township roads, bridges, and appurtenances; and

WHEREAS, the County of DuPage has published a contract proposal for the 2024-2025 Various Highway Landscaping Program, Section 24-HWYLS-02-LS, setting forth the terms, conditions, and specification (a copy of which is incorporated herein by reference); and

WHEREAS, the budget for the 2024-2025 fiscal year provides for the construction and maintenance of roads, bridges, and appurtenances; and

WHEREAS, the following bids were received in compliance with the contract proposal:

<u>NAME</u>	<u>BID AMOUNT</u>
Sebert Landscaping Co.	\$276,125.00
SemperFi Land, Inc.	\$295,000.00

; and

WHEREAS, it has been determined that it is in the best interest of the County of DuPage to award a contract to Sebert Landscaping Company for their submission of the lowest, most responsible bid in the amount of \$276,125.00.

NOW, THEREFORE, BE IT RESOLVED, that a contract in accordance with the terms, conditions, and specifications set forth in said contract proposal be, and is hereby awarded to Sebert Landscaping Company, 1550 West Bartlett Road, Bartlett, Illinois 60103 for their bid of \$276,125.00; and

BE IT FURTHER RESOLVED, that this contract is subject to the Prevailing Wage Act (820 ILCS 130), and as such, not less than the prevailing rate of wages as found by the Illinois Department of Labor shall be paid to all laborers, workers, or mechanics performing work under this contract; and

BE IT FURTHER RESOLVED, that the Chair and Clerk of the DuPage County Board are hereby authorized and directed to execute the aforesaid contract with Sebert Landscaping Company.

Enacted and approved this 11th day of June, 2024 at Wheaton, Illinois.

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DEBORAH A. CONROY, CHAIR  
DU PAGE COUNTY BOARD

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

JEAN KACZMAREK, COUNTY CLERK





DUPAGE COUNTY  
DIV. OF TRANSPORTATION

**DU PAGE COUNTY**  
**DIVISION OF TRANSPORTATION**

2024 MAY 14 PM 2: 01

**OPENING OF PROPOSALS**

Tuesday, May 14, 2024  
2:00 PM

Various Highway Landscaping  
Section 24-HWYLS-02-LS

Engineer's Estimate: \$254,825.00

BIDDER	√	BID AMOUNT
Sebert Landscape		\$276,125.00
<i>Semper Fl land. Inc.</i>		\$295,000.00

√ Proposal includes the following:

- Addenda (if any)
- Proposal (form BLR12200 & BLR 12201)
  - Cover page
  - Proposal
  - Signatures
  - Notice to Bidders
  - Contractor Certifications
  - Schedule of Prices
- Local Agency Proposal Bid Bond (or Check)
- Apprenticeship or Training Program Certification (not for federally funded projects)
- Affidavit of Illinois Business Office
- BC 57 Affidavit of Availability (*may be submitted within 24 hours after the letting*)
- Vendor Ethics Disclosure Statement
- three (3) references form
- W-9 - Taxpayer Identification Number (*may be submitted after the letting*)
- Any other items required to be submitted with the bid, such as Bituminous Materials Cost Allowance, or Steel Cost Adjustment, or Fuel Cost Adjustment





## 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: \_\_\_\_\_

Bid/Contract/PO #: 24-HWYLS-02-LS

Company Name: <b>Sebert Landscaping</b>	Company Contact: <b>Gary Stofcheck</b>
Contact Phone: <b>630-497-1000</b>	Contact Email: <b>gary@sebert.com</b>

### 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_board/ethics_at_the_county/)

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

Authorized Signature \_\_\_\_\_

**Signature on File**

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

**Gary Stofcheck**

Title \_\_\_\_\_

**Vice President**

Date \_\_\_\_\_

**5/13/24**

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



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**File #:** DT-R-0026-24

**Agenda Date:** 6/4/2024

**Agenda #:** 10.A.

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INTERGOVERNMENTAL AGREEMENT  
BETWEEN THE COUNTY OF DU PAGE AND  
BLOOMINGDALE TOWNSHIP  
2024 PAVEMENT MAINTENANCE-(NORTH) PROGRAM  
SECTION 24-PVMTC-22-GM  
(COUNTY TO BE REIMBURSED-ESTIMATED \$2,366.60)

WHEREAS, the County of DuPage (hereinafter COUNTY) and Bloomingdale Township (hereinafter TOWNSHIP) are public agencies within the meaning of the Intergovernmental Cooperation Act, 5 ILCS 220/1 *et seq.*; and

WHEREAS, Article VII, Section 10, of the 1970 Constitution of the State of Illinois encourages and provides for units of local government to contract and otherwise associate with each other to exercise, combine or transfer any power or function; and

WHEREAS, the COUNTY by virtue of its powers set forth in the Counties Code, 55 ILCS 5/5-1001 *et seq.*, and the Highway Code 605 ILCS 5/5-101 *et seq.*, and the TOWNSHIP, by virtue of its powers set forth in the Township Code, 60 ILCS 1/1-1 *et seq.* and the Highway Code, 605 ILCS 5/6/101 *et seq.*, are authorized to enter into agreements and contracts; and

WHEREAS, the COUNTY has awarded a contract for the 2024 Pavement Maintenance (North) Program, (hereinafter "PROJECT"); and

WHEREAS, as part of the PROJECT, Swift Road will be resurfaced from St. Charles Road to Collins Avenue; and

WHEREAS, the TOWNSHIP has requested that the COUNTY extend road resurfacing beyond the COUNTY Right-of-Way on multiple side streets along Swift Road within the TOWNSHIP, (hereinafter referred to as "WORK"); and

WHEREAS, an Intergovernmental Agreement ("Agreement") has been prepared and is attached hereto that outlines the rights and responsibilities of the COUNTY and the TOWNSHIP related to the WORK; and

WHEREAS, the Agreement must be executed prior to the COUNTY initiating the WORK.

NOW, THEREFORE, BE IT RESOLVED that the DuPage County Chair is hereby authorized and directed to sign on behalf of the COUNTY, and the DuPage County Clerk is hereby authorized to attest thereto, the attached Agreement; and

BE IT FURTHER RESOLVED that one (1) certified original of this Resolution and Intergovernmental Agreement be sent to the TOWNSHIP, by and through the Division of Transportation.

Enacted and approved this 11th day of June, 2024 at Wheaton, Illinois.

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DEBORAH A. CONROY, CHAIR  
DU PAGE COUNTY BOARD

Attest: \_\_\_\_\_  
JEAN KACZMAREK, COUNTY CLERK



**INTERGOVERNMENTAL AGREEMENT  
BETWEEN THE COUNTY OF DU PAGE  
AND BLOOMINGDALE TOWNSHIP HIGHWAY DEPARTMENT  
2024 PAVEMENT MAINTENANCE - NORTH REGION  
SECTION NO. 24-PVMTC-22-GM**

This Intergovernmental Agreement (hereinafter referred to as "AGREEMENT") is entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2024, between the County of DuPage (hereinafter referred to as the "COUNTY"), a body corporate and politic, with offices at 421 N. County Farm Road, Wheaton, Illinois and Bloomingdale Township (hereinafter referred to as the "TOWNSHIP"), a municipal corporation and home rule unit of local government under the laws and Constitution of the State of Illinois with offices at 123 Rosedale Avenue, Bloomingdale, Illinois 60108. The COUNTY and the TOWNSHIP are hereinafter sometimes individually referred to as a "party" or together as the "parties."

**RECITALS**

WHEREAS, the COUNTY, in order to facilitate the free flow of traffic and to ensure the safety and accessibility of the public, will construct the 2024 Pavement Maintenance North Program, Section No. 24-PVMTC-22-GM (hereinafter "PROJECT"); and

WHEREAS, as part of the PROJECT, Swift Road will be resurfaced from St. Charles Road to Collins Avenue and Medinah Road will be resurfaced from US 20 to IL 19(hereinafter "PROJECT ROADS"); and

WHEREAS, the TOWNSHIP has requested that the COUNTY extend road resurfacing beyond COUNTY Right-of-Way on multiple side streets along PROJECT ROADS within the TOWNSHIP as part of the PROJECT; and

WHEREAS, the COUNTY and the TOWNSHIP desire to cooperate in the construction of the PROJECT because of the benefit to the residents of DuPage County, the TOWNSHIP and the public; and

WHEREAS, the COUNTY and the TOWNSHIP desire to establish the parties' mutual costs and maintenance responsibilities with respect to the PROJECT; and

WHEREAS, the COUNTY by virtue of its power set forth in "Counties Code" (55 ILCS 5/5-1001 et seq.) and "Illinois Highway Code" (605 ILCS 5/5-101 et seq.) and the TOWNSHIP by virtue of its power set forth in the "Illinois Municipal Code" (65 ILCS 5/1-1-1 et seq.) are authorized to enter into this AGREEMENT; and

WHEREAS, a cooperative intergovernmental agreement is appropriate and such an agreement is authorized and encouraged by Article 7, Section 10 of the Illinois Constitution and Intergovernmental Cooperation Act (5 ILCS 220/1 et seq.).

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

## **1.0 INCORPORATION**

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

## **2.0 SCOPE OF PROJECT**

- 2.1 The COUNTY and TOWNSHIP agree to cooperate in and make every effort to cause the construction of the PROJECT.
- 2.2 The COUNTY and TOWNSHIP agree that the scope of the PROJECT includes milling, patching and resurfacing PROJECT ROADS within the project limits including certain side streets, curb and gutter repairs, striping, and other appurtenant work.
- 2.3 The TOWNSHIP has requested that the COUNTY extend the resurfacing beyond the right-of-way along several side streets (hereinafter "WORK").

The side streets to be resurfaced and distances from PROJECT ROADS edge of pavement are as follows:

- Fullerton Avenue (@ Swift Road) 33 Ft East
- Broker Road (@ Medinah Road) 52 Ft West
- Woodview Drive (@ Medinah Road) 62 Ft West
- Temple Drive (@ Medinah Road) 38 Ft West

- 2.4 The COUNTY has reviewed the TOWNSHIP's request and concurs with adding the WORK to the PROJECT subject to the terms and conditions noted.

## **3.0 RESPONSIBILITIES OF THE COUNTY**

- 3.1. The COUNTY and TOWNSHIP agree that the COUNTY shall act as the lead agency and administer the contract for the construction of the PROJECT. The COUNTY agrees to manage the PROJECT in the best interest of both parties and keep advised officials of the TOWNSHIP regarding the progress of the PROJECT and any problems encountered or changes recommended.

#### **4.0 RESPONSIBILITIES OF THE TOWNSHIP**

- 4.1 The TOWNSHIP will be responsible for payment of the resurfacing beyond COUNTY Right-of-Way as stated in 2.3 above and the TOWNSHIP's estimated cost of the WORK is approximately \$ 2,366.60. A Funding Table is attached hereto as "Exhibit A" and is incorporated herein.
- 4.2 The TOWNSHIP hereby grants to the COUNTY, its employees, contractors and agents a right-of-entry for ingress and egress onto, over, under and above the TOWNSHIP property within the boundaries of the PROJECT for the purpose of constructing the PROJECT. The TOWNSHIP shall retain the right of ingress and egress over said areas so long as it does not interfere with the COUNTY's work. Upon completion of the PROJECT, the right-of-entry shall terminate.
- 4.3 The TOWNSHIP shall agree to waive all local permit fees, if applicable for the PROJECT.
- 4.4 The TOWNSHIP agrees to reimburse the COUNTY one hundred percent (100%) of the difference between the estimated cost for resurfacing and the actual costs for the WORK.
- 4.5 The TOWNSHIP agrees to pay the COUNTY eighty percent (80%) of the estimated WORK cost upon award of the contract for the WORK based upon as-bid unit prices. Upon completion and acceptance of the WORK, not to be unreasonably withheld, and based upon the documentation of final costs and quantities submitted by the COUNTY and a final invoice, the TOWNSHIP agrees to reimburse the COUNTY the balance of the actual cost as referenced herein above within sixty (60) days of receipt of a properly documented invoice from the COUNTY.

#### **5.0 FUTURE MAINTENANCE**

- 5.1. The TOWNSHIP agrees that it will be responsible for all future maintenance to pavements and pavement markings of the streets stated in 2.3 above. This includes all curb and gutter, drainage structures, pavement markings, and all other appurtenances up to the nearest edge of through pavement of PROJECT ROADS.

#### **6.0 GENERAL**

- 6.1 It is understood and agreed by the parties hereto that this AGREEMENT is intended to address funding, plan/construction and maintenance participation of the PROJECT and no changes to existing roadway and appurtenance maintenance and/or jurisdiction, beyond those explicitly described herein, are proposed.

- 6.2 Whenever in this AGREEMENT, approval or review of either the COUNTY or TOWNSHIP is provided for, said approval or review shall not be unreasonably delayed or withheld.
- 6.3 In the event of a dispute between the COUNTY and TOWNSHIP representatives in the preparation of the plans and specifications, or changes thereto, or in carrying out the terms of this AGREEMENT, the County Engineer and the TOWNSHIP Engineer shall meet and resolve the issue.
- 6.4 No later than fourteen (14) days after the execution of this AGREEMENT, each party shall designate a representative to the other party who shall serve as the full-time representative of said party during the carrying out of the construction of the PROJECT. Each representative shall have authority, on behalf of such party, to receive notices and make inspections relating to the work covered in this AGREEMENT. Representatives shall be readily available to the other party.
- 6.5 This AGREEMENT may be executed in two or more counterparts, each of which shall be deemed an original and all of which shall be deemed one and the same instrument.
- 6.6 This AGREEMENT and the covenants contained herein shall be null and void in the event the contract covering the construction work contemplated herein is not awarded within four (4) years subsequent to the execution of this AGREEMENT.

## **7.0 INDEMNIFICATION**

- 7.1. The COUNTY shall, to the extent permitted by law, indemnify, hold harmless and defend the TOWNSHIP, its officials, officers, employees, and agents from and against all liability, claims, suits, demands, proceedings and actions, including costs, fees and expense of defense, arising from, growing out of, or related to, any loss, damage, injury, death, or loss or damage to property resulting from, or connected with, the COUNTY'S negligent or willful acts, errors or omissions in its performance under this AGREEMENT to the extent permitted by law. The COUNTY does not hereby waive any defenses or immunity available to it with respect to third parties.
- 7.1.1. The COUNTY and the TOWNSHIP acknowledge that the COUNTY has made no representations, assurances or guaranties regarding the COUNTY'S or any successor's or assign's authority and legal capacity to indemnify TOWNSHIP as provided for in this AGREEMENT. In the event a court of competent jurisdiction holds that the COUNTY, or any successor or assign, is deemed to lack the lawful authority or ability to indemnify, defend or hold harmless the TOWNSHIP, or any person or entity claiming a right through TOWNSHIP, or in the event of change in



the laws of the State of Illinois governing COUNTY'S or any successor's or assign's indemnification authority, such occurrence(s) shall not affect the validity and enforceability of the remainder of this AGREEMENT or the parties rights and obligations provided fortherein.

- 7.2. The TOWNSHIP shall indemnify, hold harmless and defend the COUNTY, its officials, officers, employees, and agents from and against all liability, claims, suits, demands, proceedings and action, including costs, fees and expense of defense, arising from, growing out of, or related to, any loss, damage, injury, death, or loss or damage to property resulting from, or connected with, the TOWNSHIP'S negligent or willful acts, errors or omissions in its performance under this AGREEMENT to the extent permitted by law. The TOWNSHIP does not hereby waive any defenses or immunity available to it with respect to third parties.

- 7.2.1. The COUNTY and the TOWNSHIP acknowledge that the TOWNSHIP has made no representations, assurances or guaranties regarding the TOWNSHIP'S or any successor's or assign's authority and legal capacity to indemnify COUNTY as provided for in this AGREEMENT. In the event a court of competent jurisdiction holds that the TOWNSHIP, or any successor or assign, is deemed to lack the lawful authority or ability to indemnify, defend or hold harmless the COUNTY, or any person or entity claiming a right through COUNTY, or in the event of change in the laws of the State of Illinois governing TOWNSHIP'S or any successor's or assign's indemnification authority, such occurrence(s) shall not affect the validity and enforceability of the remainder of this AGREEMENT or the parties rights and obligations provided for therein.

- 7.3 Nothing contained herein shall be construed as prohibiting the COUNTY, its officials, directors, officers, agents and employees, from defending through the selection and use of their own agents, attorneys and experts, any claims, suits, demands, proceedings and actions brought against them. Pursuant to Illinois law, 55 ILCS 5/3-9005, any attorney representing the COUNTY, who is not already an Assistant State's Attorney, is to be appointed a Special Assistant State's Attorney, as provided in 55 ILCS 5/3-9008. The COUNTY'S participation in its defense shall not remove TOWNSHIP'S duty to indemnify, defend, and hold the COUNTY harmless, as set forth above.

- 7.4 Neither party waives, by these indemnity requirements, any defenses or protections under the Local Governmental and Governmental Employees Tort Immunity Act (745 ILCS 10/1 et seq.) or otherwise available tort, or to the other party, under the law.



7.5 Any indemnity as provided in this AGREEMENT shall not be limited by reason of the enumeration of any insurance coverage herein provided. Except with respect to occurrences arising before the completion of the Project, the TOWNSHIP'S and COUNTY'S indemnification under Section 6.0 hereof shall terminate when the WORK is completed and the TOWNSHIP and COUNTY each assume its respective maintenance responsibilities as set forth in Section 5.0 hereof.

## **8.0 ENTIRE AGREEMENT**

8.1. This AGREEMENT represents the entire AGREEMENT between the parties with respect to the PROJECT and supersedes all previous communications or understandings whether oral or written.

## **9.0 NOTICES**

9.1. Any notice required shall be deemed properly given to the party to be notified at the time it is personally delivered, or three days after it is mailed by certified mail, return receipt requested, or at the time it is sent by confirmed email, to the party's address. The address of each party is as specified below. Either party may change its address for receiving notices by giving notices thereof in compliance with the terms of this subsection.

### **Bloomington Township Highway Department**

123 Rosedale Avenue,  
Bloomington, Illinois 60108  
ATTN: Bob Nogan  
Director of Highway/Facilities  
Phone: 630-529-5221  
Email: [highway@bloomingtontownship.com](mailto:highway@bloomingtontownship.com)

### **County of DuPage Division of Transportation**

421 N. County Farm Road  
Wheaton, IL 60187  
ATTN: William C. Eidson, P.E.  
County Engineer/Acting Director of Transportation Engineer  
Phone: 630-407-6900  
Email: [william.eidson@dupagecounty.gov](mailto:william.eidson@dupagecounty.gov)

## **10.0 AMENDMENT, MODIFICATION OR TERMINATION OF THIS AGREEMENT**

10.1. No modification or amendment to this AGREEMENT shall be effective until approved by the parties in writing.

## **11.0 NON-ASSIGNMENT**

11.1. This AGREEMENT shall not be assigned by either party without the written consent of the other party, whose consent shall not be unreasonably withheld.

## **12.0 AUTHORITY TO EXECUTE/RELATIONSHIP**

12.1. The parties hereto have read and reviewed the terms of this AGREEMENT and by their signature as affixed below represent that the signing party has the authority to execute this AGREEMENT and that the parties intend to be bound by the terms and conditions contained herein.

12.2. This AGREEMENT shall not be deemed or construed to create any employment, joint venture, partnership or other agency relationship between the parties.

## **13.0 GOVERNING LAW**

13.1. This AGREEMENT shall be governed by the laws of the State of Illinois as to both interpretation and performance.

13.2. The forum for resolving any disputes concerning the parties' respective performance, or failure to perform, under this AGREEMENT, shall be the Judicial Circuit Court for DuPage County.

## **14.0 SEVERABILITY**

14.1. In the event, any provision of this AGREEMENT is held to be unenforceable or invalid for any reason, the enforceability thereof shall not affect the remainder of the AGREEMENT. The remainder of this AGREEMENT shall be construed as if not containing the particular provision and shall continue in full force, effect, and enforceability, in accordance with its terms.

## **15.0 FORCE MAJEURE**

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

(Remainder of Page Left Intentionally Blank)

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

COUNTY OF DU PAGE

BLOOMINGDALE TOWNSHIP

Signature on File

Deborah A. Conroy, Chair  
DuPage County Board

Bob Wogan  
Director of Highway/Facilities

ATTEST:

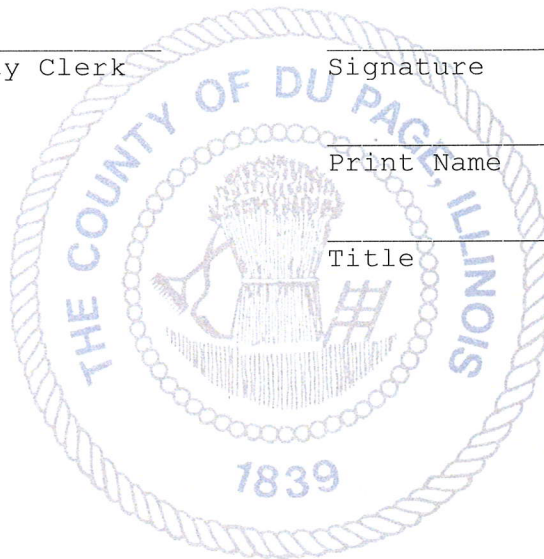
ATTEST:

Jean Kaczmarek, County Clerk

Signature

Print Name

Title



**EXHIBIT A**

Bloomingdale Township Highway Department  
Resurfacing past County Right-of-Ways  
Cost Estimate

BLOOMINGDALE TOWNSHIP SIDE STREET QUANTITIES								
PAY ITEM	UNIT	FULLERTON AVE	BROKER ROAD	WOODVIEW DRIVE	TEMPLE DRIVE	TOTAL QUANTITY	UNIT	COST
BITUMINOUS MATERIALS (TACK COAT)	POUND	43	24	26	20	113	\$ 1.00	\$ 113.00
POLYMERIZED LEVELING BINDER MACHINE METHOD IL 4.75 N50	TON	3	2	2	1	8	\$ 82.50	\$ 660.00
HMA SURFACE COURSE, MIX "D", N70	TON	6	3	3	3	15	\$ 71.00	\$1,065.00
HMA SURFACE REMOVAL 2.5"	SQ YD	64	35	39	30	168	\$ 2.70	\$ 453.00
THERMOPLASTIC PAVEMENT MARKING – LINE 24"	FOOT	15	0	0	0	15	\$ 5.00	\$ 75.00
TOTL ESTIMATED COST								\$ 2,366.60



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**File #:** DT-R-0027-24

**Agenda Date:** 6/4/2024

**Agenda #:** 10.B.

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**TRANSFER OF JURISDICTION OF CH 1/RIVER ROAD  
FROM WARRENVILLE ROAD TO FERRY ROAD, AND CH 32/ WARRENVILLE ROAD FROM  
WINFIELD ROAD TO RIVER ROAD, EXCEPT FOR THE WARRENVILLE ROAD BRIDGE OVER THE  
WEST BRANCH OF THE DUPAGE RIVER, FROM THE COUNTY OF DUPAGE TO THE CITY OF  
WARRENVILLE AND ASSUMPTION OF ROUTINE MAINTENANCE ON WARRENVILLE ROAD  
BRIDGE OVER THE WEST BRANCH OF THE DUPAGE RIVER AND CLARIFYING THE OWNERSHIP  
AND MAINTENANCE RESPONSIBILITIES OVER CERTAIN MULTI-USE PATHS**

WHEREAS, the County of DuPage (hereinafter referred to as COUNTY) and the City of Warrenville (hereinafter referred to as CITY) are public agencies within the meaning of the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1 *et seq.*; and

WHEREAS, Article VII, Section 10, of the 1970 Constitution of the State of Illinois encourages and provides for units of local government to contract and otherwise associate with each other to exercise, combine or transfer any power or function; and

WHEREAS, CH 1/River Road from Warrenville Road to Ferry Road, in its entirety, and a segment of CH 32/Warrenville Road from Winfield Road to River Road that are collectively approximately 1.02 mi. in length (consisting of 2.53 lane miles), are currently a part of the County Highway System and under the jurisdiction of the COUNTY; and

WHEREAS, CH 1/River Road and said segment of CH 32/Warrenville Road no longer function as a county highway and primarily serve local traffic and access; and

WHEREAS, it is in the best interests of the COUNTY and the CITY to transfer jurisdiction of CH 1/River Road from Warrenville Road to Ferry Road, in its entirety, and said segment of CH 32/Warrenville Road from Winfield Road to River Road, except the bridge conveying Warrenville Road over the West Branch of the DuPage River, from the COUNTY to the CITY; and

WHEREAS, the COUNTY and the CITY desire to clarify ownership of and maintenance responsibility over certain multi-use paths located within the CITY; and

WHEREAS, the 1970 Illinois Constitution Art. VII, Section 10, the Intergovernmental Cooperation Act (5 ILCS 220/1 *et seq.*), and the Local Government Property Transfer Act (50 ILCS 605/0.01 *et seq.*) authorize the COUNTY and CITY to cooperate in the transfers and agreed responsibilities enumerated in this Intergovernmental Agreement ("AGREEMENT"); and

WHEREAS, the COUNTY by virtue of its power set forth in "Counties Code" (55 ILCS 5/5-1001 *et seq.*) and "Illinois Highway Code" (605 ILCS 5/5-101 *et seq.*) and the CITY as a home rule municipal corporation pursuant to Article VII, Section 6(a) of the Constitution of the State of Illinois of 1970 are authorized to enter into this AGREEMENT.

WHEREAS, the COUNTY and the CITY have prepared said AGREEMENT; and

WHEREAS, said AGREEMENT must be executed before the transfer of jurisdiction (See Exhibit A) and assumption of maintenance operations can occur.

NOW, THEREFORE, BE IT RESOLVED that the segment of CH 1/River Road from Warrenville Road to Ferry Road, in its entirety, and a segment of CH 32/Warrenville Road from Winfield Road to River Road that are collectively approximately 1.02 mi. in length (consisting of 2.53 lane miles), be hereby deleted from the County Highway System; and

BE IT FURTHER RESOLVED that the COUNTY shall assume Maintenance Operations on certain multi-use paths as referenced in the AGREEMENT; and

BE IT FURTHER RESOLVED that the DuPage County Chair is hereby authorized and directed to sign the attached AGREEMENT on behalf of the COUNTY, and the DuPage County Clerk is hereby authorized to attest thereto; and

BE IT FURTHER RESOLVED that the County Engineer, or his designee, is hereby authorized to accept and execute any documents necessary and pertinent to said jurisdictional transfer or land transfer, including the Quit Claim Deed to the CITY, acceptance of a permanent easement granted by the CITY to the COUNTY, and any other additional documents relating thereto, upon review of said documents by the State's Attorney's Office; and

BE IT FURTHER RESOLVED that three (3) original copies of this Resolution, AGREEMENT and the corresponding Jurisdictional Transfer Agreements for CH 1/River Road from Warrenville Road to Ferry Road, in its entirety, and a segment of CH 32/Warrenville Road are collectively approximately 1.02 mi. in length (consisting of 2.53 lane miles), in its entirety be sent to the Illinois Department of Transportation, by and through the Division of Transportation, and one (1) original copy of this Resolution be sent to the CITY, also by and through the DuPage County Division of Transportation.

Enacted and approved this 11th day of June, 2024 at Wheaton, Illinois.

---

DEBORAH A. CONROY, CHAIR  
DU PAGE COUNTY BOARD

Attest: \_\_\_\_\_  
JEAN KACZMAREK, COUNTY CLERK

**RESOLUTION NO. R2024-27**

**A RESOLUTION APPROVING AN INTERGOVERNMENTAL AGREEMENT BETWEEN  
THE CITY OF WARRENVILLE AND THE COUNTY OF DUPAGE REGARDING  
THE MAINTENANCE AND OWNERSHIP OF CERTAIN PROPERTY**

WHEREAS, the City is a home rule municipal corporation pursuant to Article VII, Section 6(a) of the Constitution of the State of Illinois of 1970 and the County of DuPage ("**County**") is an Illinois body corporate and politic; and

WHEREAS, the City and the County are both public agencies under the Illinois Constitution of 1970 and the Intergovernmental Cooperation Act, 5 ILCS 220 and are authorized to exercise their powers and duties in a cooperative manner among themselves as public agencies; and

WHEREAS, the City and the County desire to enter into an intergovernmental agreement ("**Agreement**") to transfer certain rights-of-way within the City from the County to the City, clarify the ownership of certain multi-use paths, and set forth the parties' respective maintenance responsibilities; and

WHEREAS, the Mayor and the City Council have determined that it is in the best interest of the City and the public to approve the Agreement with the County;

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF WARRENVILLE, DUPAGE COUNTY, ILLINOIS, AS FOLLOWS:

SECTION 1: Recitals. The recitals listed above are incorporated in this Resolution as if fully set forth in this Resolution.

SECTION 2: Approval of Agreement. The Agreement with the County is hereby approved substantially in the form attached to this Resolution as **Exhibit A**, and in a final form to be approved by the City Administrator.

SECTION 3: Execution. The Mayor and City Clerk are authorized and directed to execute the Agreement and transmit executed and sealed copies to the County.

SECTION 4: Effective Date. This Resolution shall be in full force and effect following its passage and approval in the manner provided by law.

*[Voting record and signature page follows]*

PASSED THIS 20th day of May, 2024.

AYES: Aids: Wilkie, Barry Weidner, Lockett, Davolos, and Kruckenberg

NAYS: Aids: Augustynowicz and Aschauer

ABSENT: None

ABSTAIN: None

APPROVED THIS 20th day of May, 2024.

Signature on File

MAYOR

ATTEST:

Signature on File

CITY CLERK



**EXHIBIT A**  
**AGREEMENT**

INTERGOVERNMENTAL AGREEMENT  
BETWEEN THE COUNTY OF DU PAGE AND THE CITY OF WARRENVILLE  
FOR TRANSFER OF JURISDICTION OF  
CH 1/RIVER ROAD FROM WARRENVILLE ROAD  
TO FERRY ROAD, AND  
CH 32/WARRENVILLE ROAD  
FROM WINFIELD ROAD TO RIVER ROAD  
EXCEPT FOR THE WARRENVILLE ROAD BRIDGE OVER THE  
WEST BRANCH OF THE DUPAGE RIVER  
FROM THE COUNTY OF DU PAGE TO THE CITY OF WARRENVILLE  
AND  
ASSUMPTION OF ROUTINE MAINTENANCE ON  
WARRENVILLE ROAD BRIDGE OVER THE  
WEST BRANCH OF THE DUPAGE RIVER  
AND  
CLARIFYING THE OWNERSHIP AND MAINTENANCE RESPONSIBILITIES OVER  
CERTAIN MULTI-USE PATHS

This intergovernmental agreement ("AGREEMENT") is entered into this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, between the County of DuPage (hereinafter the "COUNTY"), a body corporate and politic, with offices at 421 North County Farm Road, Wheaton, Illinois 60187 and the City of Warrenville, an Illinois home rule municipality (hereinafter the "CITY"), with offices at 3S258 Manning Avenue, Warrenville, Illinois 60555. The COUNTY and the CITY are hereinafter sometimes individually referred to as a "party" or together as the "parties."

RECITALS

WHEREAS, CH 1/River Road from Warrenville Road to Ferry Road, in its entirety, and a segment of CH 32/Warrenville Road from Winfield Road to River Road that are collectively approximately 1.02 mi. in length (consisting of 2.53 lane miles), are currently a part of the County Highway System and under the jurisdiction of the COUNTY; and

WHEREAS, CH 1/River Road and said segment of CH 32/Warrenville Road no longer function as a County highway and primarily serve local traffic and access; and

WHEREAS, it is in the best interests of the COUNTY and the CITY to transfer jurisdiction of CH 1/River Road from Warrenville Road to Ferry Road, in its entirety, and said segment of CH 32/Warrenville Road from Winfield Road to River Road, except the bridge conveying Warrenville Road over the West

Branch of the DuPage River (hereinafter the "BRIDGE"), from the COUNTY to the CITY; and

WHEREAS, the COUNTY and the CITY desire to clarify ownership of and maintenance responsibility over certain multi-use paths located within the CITY; and

WHEREAS, the 1970 Illinois Constitution Art. VII, Section 10, the Intergovernmental Cooperation Act (5 ILCS 220/1 et seq.), and the Local Government Property Transfer Act (50 ILCS 605/0.01 et seq.) authorize the COUNTY and CITY to cooperate in the transfers and agreed responsibilities enumerated in this AGREEMENT; and

WHEREAS, the COUNTY by virtue of its power set forth in "Counties Code" (55 ILCS 5/5-1001 et seq.) and "Illinois Highway Code" (605 ILCS 5/5-101 et seq.) and the CITY by virtue of its power set forth in the "Illinois Municipal Code" (65 ILCS 5/1-1-1 et seq.) are authorized to enter into this AGREEMENT.

NOW, THEREFORE, in consideration of the above-stated preambles and the mutual covenants and promises hereinafter contained, the COUNTY and the CITY formally covenant, agree, and bind themselves as follows to wit:

1. **JURISDICTIONAL TRANSFER.** The COUNTY agrees to delete from the County Highway System and transfer jurisdiction, as is, and the CITY agrees to add to the CITY's system and accept jurisdiction, as is, of CH 1/River Road from Warrenville Road to the north edge of pavement of Ferry Road, in its entirety, that is approximately 0.80 mile in length, consisting of 1.67 line miles and CH 32/Warrenville Road from River Road to the west edge of pavement of Winfield Road exclusive of the BRIDGE, that is approximately 0.16 mile in length, consisting of 0.68 lane miles, including all existing roadway surface, sidewalks, paths, lighting, and related appurtenances, upon execution of this AGREEMENT by entering into the Local Agency Agreement for Jurisdictional Transfer (including map) as attached hereto as **Exhibit A** which is incorporated herein by reference.
2. **The Bridge.** For purposes of this AGREEMENT and future maintenance responsibilities, the BRIDGE, which is approximately 0.06 mile in length, consisting of 0.18 lane miles, will be defined as encompassing the concrete deck

area approximately 310 feet in length, inclusive of the sidepaths, walls, and railings.

3. Upon approval from the Illinois Department of Transportation transferring jurisdiction of said section of Warrenville Road and River Road, the CITY will pass an ordinance pursuant to the Local Government Property Transfer Act, 50 ILCS 605/0.001, et seq., declaring that it is necessary or convenient for the CITY to use, occupy or improve the road segment specified in this AGREEMENT, and the COUNTY then will pass a resolution authorizing the conveyance of the specified portions of Warrenville Road and River Road which it shall promptly transfer by Quit Claim Deed, at no cost to the CITY, only those interests that the COUNTY possesses in the above-referenced property without any warranty of title.

Additionally, in compliance with the Local Government Transfer Act, the CITY will grant to the COUNTY a permanent easement over those portions of the CITY right-of-way necessary to allow the COUNTY to access the BRIDGE, for inspection and maintenance activities.

4. **COMPENSATION FOR RIGHT-OF-WAY IMPROVEMENT WORK.** The COUNTY agrees to provide compensation to the CITY to pay for the future resurfacing of River Road from CH 3/Ferry Road to Warrenville Road, installing curb and gutter and a closed drainage system along the west side of River Road, and making any required repairs to existing sidewalks and accessible ramps, including related engineering and construction activities (hereinafter the "WORK"). The COUNTY and CITY mutually agree that the estimated cost for the WORK at the time of execution of this Agreement is **\$1,030,000.00** ("ESTIMATED COST of WORK"). Upon final approval from the Illinois Department of Transportation transferring jurisdiction as herein provided, the COUNTY agrees to pay the CITY, within sixty (60) days of an invoice dated no sooner than the later of said jurisdictional transfer date and December 1, 2024, a lump sum amount of 100% of the ESTIMATED COST of WORK.

Upon payment of the ESTIMATED COST of WORK by the COUNTY, the CITY shall be responsible for all permitting, engineering, and construction contracts and payments for, and the COUNTY will have no further financial responsibility for, the WORK. Any required land

acquisition, including direct costs, indirect costs, and fees, shall be the responsibility of the CITY.

## **5. FUTURE MAINTENANCE RESPONSIBILITIES**

- a. The COUNTY has and will retain all maintenance, repair, or replacement responsibility for the BRIDGE, at its sole cost and expense, except as otherwise set forth in this Section 5 of this AGREEMENT.
- b. The CITY agrees, at its sole cost and expense, to provide snow and ice removal, litter removal, mowing, and street sweeping operations on and along Warrenville Road within the City's jurisdiction and over the BRIDGE. Said snow and ice removal operations by the CITY shall continue until such time as changes or modifications are made in writing by the parties per Section 9 herein below. Snow and ice removal operations are defined in the Illinois Department of Transportation's District 1 Snow and Ice Control Manual (most recent edition) incorporated herein by reference.
- c. The CITY, at its sole cost and expense, will be responsible for all pavement markings, roadway signage, traffic control devices, and lighting within of the portions of Warrenville Road and River Road jurisdictionally transferred pursuant to this Agreement and within the BRIDGE. The CITY agrees to maintain traffic control devices within the BRIDGE according to the latest version of the Manual on Uniform Traffic Control Devices adopted by the Illinois Department of Transportation, including future revisions and editions.
- d. The CITY will, at the CITY'S sole cost and expense, accept as-is, and be responsible for future ownership and maintenance of, the existing school zone flashers and the related hardware and equipment, located on River Road in the vicinity of Bower Elementary School. The CITY shall have the exclusive right to improve, remove, or replace the equipment, at the CITY's discretion. The COUNTY shall, at the time the transfer is completed, provide initial electrical maintenance support and locating services to provide the CITY's staff or contractor with knowledge of the system. The

COUNTY shall provide any available plans and maintenance records for the school zone flasher equipment.

- e. The COUNTY shall maintain permitting authority over the BRIDGE. The CITY agrees that any proposed improvements, other than the maintenance activities listed in this Agreement, shall not be constructed or permitted on the BRIDGE without express written permission from the COUNTY.
- f. The existing ownership and maintenance responsibilities of the traffic signal equipment and combination lighting, including operational settings and timings, at CH 3/Ferry Road and River Road and at CH 13/Winfield Road and Warrenville Road, shall remain with the COUNTY. Beginning on December 1 of the year in which this AGREEMENT is executed, the CITY agrees to pay the COUNTY 25% of the annual maintenance cost associated with each of these traffic signals within sixty (60) days after receipt of a proper invoice from the COUNTY. The CITY further agrees that, if in the future, it is determined by the COUNTY that either traffic signal requires modernization or reconstruction due to age, condition, or other reason determined to be necessary, or if the COUNTY improves CH 3/Ferry Road or CH 13/Winfield Road resulting in the need to modernize or reconstruct the traffic signals, the CITY will pay 25% of the cost to modernize, replace, reconstruct, or otherwise modify the traffic signal as necessary for the project, including, but not limited to costs for engineering, temporary traffic signals, and construction. The CITY agrees to reimburse the COUNTY for the CITY's share of all costs required to perform this work with payment to be made in accordance with the Illinois Local Government Prompt Payment Act.
- g. Through this AGREEMENT, the COUNTY waives any reimbursement of previously incurred costs for the bike path built and extended along the east side of River Road as part of the prior West Branch DuPage River Improvement project. The CITY will continue to own, operate, and maintain this bike path in its entirety and at its sole cost.

- h. The CITY will notify the COUNTY in writing if the CITY assesses that the BRIDGE requires maintenance that is outside of the CITY'S maintenance responsibilities as set forth in this AGREEMENT; provided, however, that the safety and condition of the BRIDGE is the COUNTY'S responsibility, as set forth in Subsection 7.j of this AGREEMENT, and the CITY'S willingness to notify the COUNTY of any maintenance requirements does not and will not interpreted to transfer any such responsibility from the COUNTY to the CITY.
- i. The COUNTY shall continue to own, operate, and maintain the BRIDGE except as otherwise defined in this AGREEMENT. The COUNTY shall retain responsibility to inspect the BRIDGE and report the BRIDGE's condition in accordance with state requirements.
- j. The CITY may enter into its own Highway Authority Benefits Agreement (hereinafter "HABA") for any properties adjacent to the roadways covered in this AGREEMENT. Any existing COUNTY HABAs solely inure to the benefit of the COUNTY and will not be transferred as part of this AGREEMENT.

## 6. MULTI-USE PATH SYSTEM.

- a. The COUNTY owns the multi-use paths depicted on the attached **Exhibit B** ("COUNTY PATHS").
- b. The COUNTY agrees to survey the COUNTY PATHS to ensure they are either within easements dedicated to the COUNTY or located on COUNTY-owned property by **December 31, 2025**. To the extent that the COUNTY PATHS are not located in an easement or on COUNTY-owned property, the COUNTY agrees to make a diligent and good faith effort to obtain from the private property owners sufficient easements or other acquisitions the COUNTY deems necessary for purpose of future COUNTY PATHS maintenance. The CITY agrees that it will assist the COUNTY in facilitating communication with applicable property owners and the Cantera Owners Association regard any necessary additional easements.
- c. The COUNTY agrees to resurface the COUNTY PATHS by the later of **December 31, 2026** or December 31 of the calendar year after all necessary easements have been

obtained; provided, however, that if the COUNTY is unable to obtain the necessary easements by December 31, 2027, it will resurface those portions of the COUNTY PATHS for which the COUNTY has sufficient property rights.

## **7. INDEMNIFICATION**

- a. The COUNTY shall, to the extent permitted by law, indemnify, hold harmless and defend the CITY, its officials, officers, employees, and agents from and against all liability, claims, suits, demands, proceedings and action, including costs, fees and expense of defense, arising from, growing out of, or related to, any loss, damage, injury, death, or loss or damage to property resulting from, or connected with, the COUNTY'S negligent or willful acts, errors or omissions in its performance under this AGREEMENT. The COUNTY does not hereby waive any defenses or immunity available to it with respect to third parties.
- i. The COUNTY and the CITY acknowledge that the COUNTY has made no representations, assurances or guaranties regarding the COUNTY'S or any successor's or assign's authority and legal capacity to indemnify CITY as provided for in this AGREEMENT. In the event a court of competent jurisdiction holds that the COUNTY, or any successor or assign, is deemed to lack the lawful authority or ability to indemnify, defend or hold harmless the CITY, or any person or entity claiming a right through CITY, or in the event of change in the laws of the State of Illinois governing COUNTY's or any successor's or assign's indemnification authority, such occurrence(s) shall not affect the validity and enforceability of the remainder of this AGREEMENT or the parties rights and obligations provided for therein.
- b. The CITY shall, to the extent permitted by law, indemnify, hold harmless and defend the COUNTY, its officials, officers, employees, and agents from and against all liability, claims, suits, demands, proceedings and action, including costs, fees and expense of defense, arising from, growing out of, or



related to, any loss, damage, injury, death, or loss or damage to property resulting from, or connected with, the CITY's negligent or willful acts, errors or omissions in its performance under this AGREEMENT to. The CITY does not hereby waive any defenses or immunity available to it with respect to third parties.

- i. The COUNTY and the CITY acknowledge that the CITY has made no representations, assurances or guaranties regarding the CITY's or any successor's or assign's authority and legal capacity to indemnify the COUNTY as provided for in this AGREEMENT. In the event a court of competent jurisdiction holds that the CITY, or any successor or assign, is deemed to lack the lawful authority or ability to indemnify, defend or hold harmless the COUNTY, or any person or entity claiming a right through the COUNTY, or in the event of change in the laws of the State of Illinois governing the CITY's or any successor's or assign's indemnification authority, such occurrence(s) shall not affect the validity and enforceability of the remainder of this AGREEMENT or the parties' rights and obligations provided for therein.
- c. Nothing contained herein shall be construed as prohibiting the COUNTY, its officials, directors, officers, agents and employees, from defending through the selection and use of their own agents, attorneys and experts, any claims, suits, demands, proceedings and actions brought against them. Pursuant to Illinois law, 55 ILCS 5/3-9005, any attorney representing the COUNTY, who is not already an Assistant State's Attorney, is to be appointed a Special Assistant State's Attorney, as provided in 55 ILCS 5/3-9008. The COUNTY'S participation in its defense shall not remove CITY's duty to indemnify, defend, and hold the COUNTY harmless, as set forth above.
- d. Nothing contained herein shall be construed as prohibiting the CITY, its officials, directors, officers, agents and employees, from defending through the selection and use of their own agents, attorneys and experts, any claims, suits, demands, proceedings

and actions brought against them. The CITY's participation in its defense shall not remove COUNTY'S duty to indemnify, defend, and hold the CITY harmless, as set forth above.

e. Neither party waives, by these indemnity requirements, any defenses or protections under the Local Governmental and Governmental Employees Tort Immunity Act (745 ILCS 10/1 et seq.) or otherwise available to it, or to the other party, under the law.

8. This document shall be a final embodiment of the AGREEMENT by and between the COUNTY and the CITY. No oral changes or modifications of this AGREEMENT shall be permitted or allowed. Changes or modifications to this AGREEMENT shall be made only in writing and upon the necessary and proper signature of the COUNTY and the CITY.
9. This AGREEMENT shall be governed by the laws of the State of Illinois as to both interpretation and performance. The forum for resolving any disputes concerning the parties' respective performance, or failure to perform, under this AGREEMENT, shall be the Circuit Court for DuPage County.
10. In the event that any provisions of this AGREEMENT shall be held invalid or unenforceable by a court of competent jurisdiction, such holdings shall not invalidate or render unenforceable any other provisions hereto.
11. This AGREEMENT shall be binding upon and inure to the benefits of the parties hereto, their successors and assigns.

Dated at Wheaton, Illinois, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

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

ATTEST:

\_\_\_\_\_  
Jean Kaczmarek, County Clerk

Dated at WARRENVILLE, Illinois, this 23<sup>rd</sup> day of May, 2024.

Signature on File

David Brummett, Mayor  
CITY of WARRENVILLE

ATTEST:

Signature on File

Julie Clark, Clerk  
CITY of WARRENVILLE





**Jurisdictional Transfer Agreement**  
(Local Public Agency to Local Public Agency)

**CONVEYOR**

Local Public Agency No. 1

County of DuPage

LPA Type

County

County

DuPage

**RECIPIENT**

Local Public Agency No. 2

City of Warrenville

LPA Type

County

Municipality

DuPage

In accordance with authority granted in Section 4-409 of the Illinois Highway Code, this agreement is made and entered into between the above Local Public Agency No. 1 hereinafter referred to as "Conveyor" and the above Local Public Agency No. 2, hereinafter referred to as "Recipient", to transfer the jurisdiction of the designated location from the Conveyor to the Recipient.

**Location Description**

Road Name

River Road

Route(s)

CH 1

Length (miles)

0.8

Key Route(s) Information

022 91481 000000

Termini

Ferry Road (CH 3) to Warrenville Road (CH 32)

This transfer ☐ does not ☐ does include NBIS Structure No(s) N/A

**Include For Counties Only**

WHEREAS, the authority to make changes to the County Highway System is granted to the County by Section 5-105 of the Illinois Highway Code. NOW THEREFORE IT IS AGREED that the County Board of said County will pass a resolution providing for the transfer of the above location and shall attach hereto and make a part thereof a copy a location map as Addendum No. 1 and an original of the resolution as an Addendum, and

**Include For Municipalities Only**

WHEREAS, the authority to make changes to the Municipal Street System is granted to the Municipality of Section 7-101 of the Illinois Highway Code. NOW THEREFORE IT IS AGREED that the corporate authority of said municipality will pass an ordinance providing for the transfer of the above location and shall attach hereto and make a part thereof a copy of a location map as Addendum No. 1 and an original of the ordinance as an Addendum, and

IT IS MUTUALLY AGREED, that this jurisdictional transfer will become effective (check one):

☒ Upon IDOT approval ☐  calendar days after  ☐ other 21 cal. days after IDOT approval

**Attachments**

Additional information and/or stipulations, if any, are hereby attached and identified below as being a part of this agreement.

☒ Location Map (Addendum No. 1)

☐

☒ Ordinance/Resolution (Addendum No. 2)

☐

IT IS FURTHER AGREED, that the provisions of this agreement shall be binding upon and inures to the benefit of the parties hereto, their successor and assigns.

**Signatures**

**APPROVED BY CONVEYOR**

Name of Local Public Agency Official

Deborah A. Conroy

Title

Chair, DuPage County Board

Local Public Agency Official Signature & Date

**APPROVED BY RECIPIENT**

Name of Local Public Agency Official

David Brummel

Title

Mayor

Local Public Agency Official Signature & Date

Signature on File

5/23/24

STATE OF ILLINOIS  
DEPARTMENT OF TRANSPORTATION

**APPROVED**

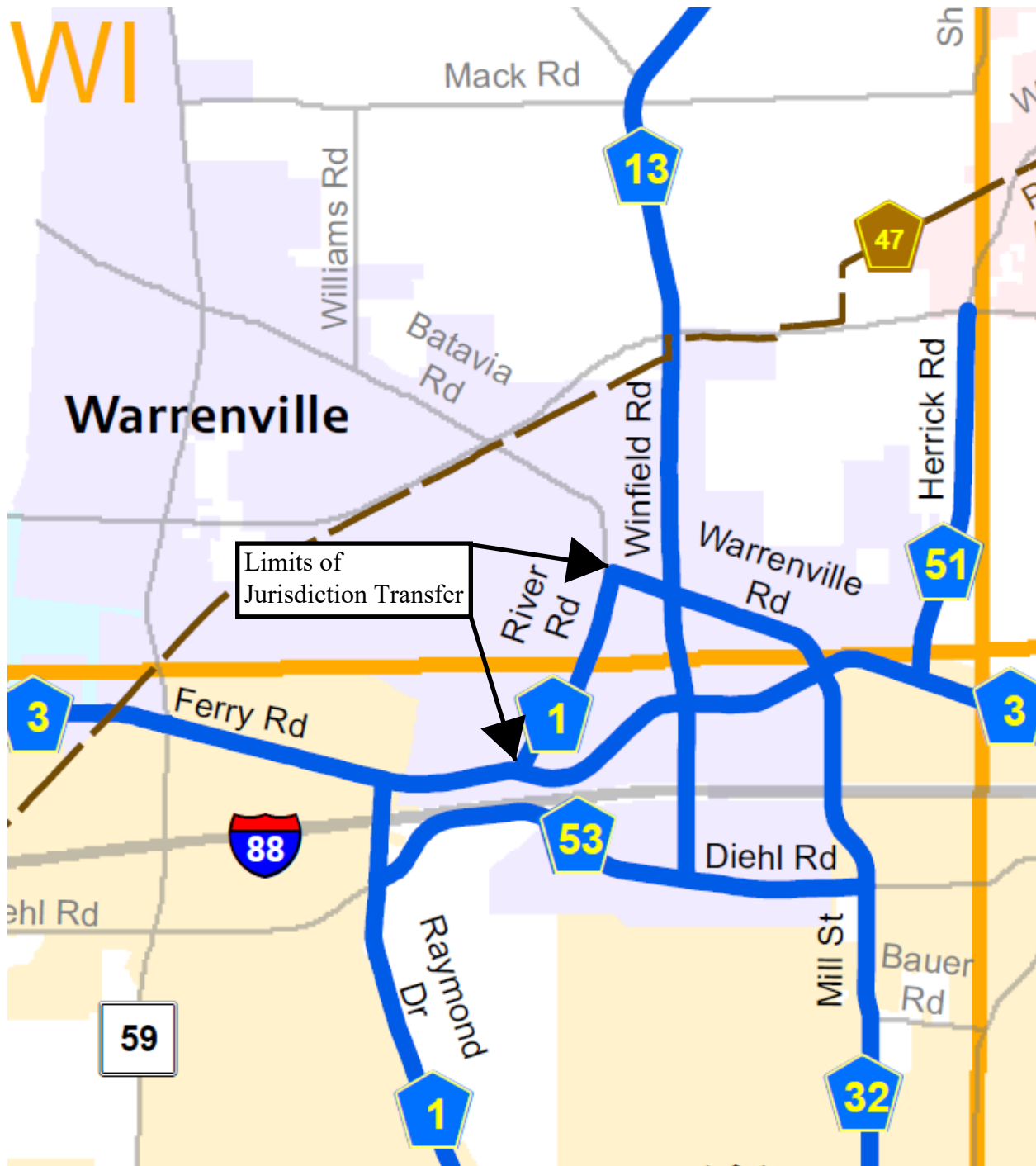
Director

--

Office of Highways Project Implementation Signature & Date

--

**Addendum No. 1**  
Location Map  
Jurisdictional Transfer  
DuPage County to City of Warrenville  
River Road  
From Warrenville Road southerly to Ferry Road





**Jurisdictional Transfer Agreement**  
(Local Public Agency to Local Public Agency)

**CONVEYOR**

Local Public Agency No. 1

County of DuPage

LPA Type

County

County

DuPage

**RECIPIENT**

Local Public Agency No. 2

City of Warrenville

LPA Type

County

Municipality

DuPage

In accordance with authority granted in Section 4-409 of the Illinois Highway Code, this agreement is made and entered into between the above Local Public Agency No. 1 hereinafter referred to as "Conveyor" and the above Local Public Agency No. 2, hereinafter referred to as "Recipient", to transfer the jurisdiction of the designated location from the Conveyor to the Recipient.

**Location Description**

Road Name

Warrenville Road

Route(s)

CH 32

Length (miles)

0.16

Key Route(s) Information

022 91479 000000

Termini

Winfield Road (CH 13) to River Road (CH 1) except the Warrenville Road Bridge over W Branch DuPage River.

This transfer ☒ does not ☐ does include NBIS Structure No(s). 022-3045

**Include For Counties Only**

WHEREAS, the authority to make changes to the County Highway System is granted to the County by Section 5-105 of the Illinois Highway Code. NOW THEREFORE IT IS AGREED that the County Board of said County will pass a resolution providing for the transfer of the above location and shall attach hereto and make a part thereof a copy a location map as Addendum No. 1 and an original of the resolution as an Addendum, and

**Include For Municipalities Only**

WHEREAS, the authority to make changes to the Municipal Street System is granted to the Municipality of Section 7-101 of the Illinois Highway Code. NOW THEREFORE IT IS AGREED that the corporate authority of said municipality will pass an ordinance providing for the transfer of the above location and shall attach hereto and make a part thereof a copy of a location map as Addendum No. 1 and an original of the ordinance as an Addendum, and

IT IS MUTUALLY AGREED, that this jurisdictional transfer will become effective (check one):

☒ Upon IDOT approval ☐  calendar days after  ☐ other 21 cal. days after IDOT approval

**Attachments**

Additional information and/or stipulations, if any, are hereby attached and identified below as being a part of this agreement.

☒ Location Map (Addendum No. 1)

☐

☒ Ordinance/Resolution (Addendum No. 2)

☐

IT IS FURTHER AGREED, that the provisions of this agreement shall be binding upon and inures to the benefit of the parties hereto, their successor and assigns.

**Signatures**

**APPROVED BY CONVEYOR**

Name of Local Public Agency Official

Deborah A. Conroy

Title

Chair, DuPage County Board

Local Public Agency Official Signature & Date

**APPROVED BY RECIPIENT**

Name of Local Public Agency Official

David Brummel

Title

Mayor

Local Public Agency Official Signature & Date

**Signature on File**

15-26-24



STATE OF ILLINOIS  
DEPARTMENT OF TRANSPORTATION

**APPROVED**

Director

--

Office of Highways Project Implementation Signature & Date

--

**Addendum No. 1**

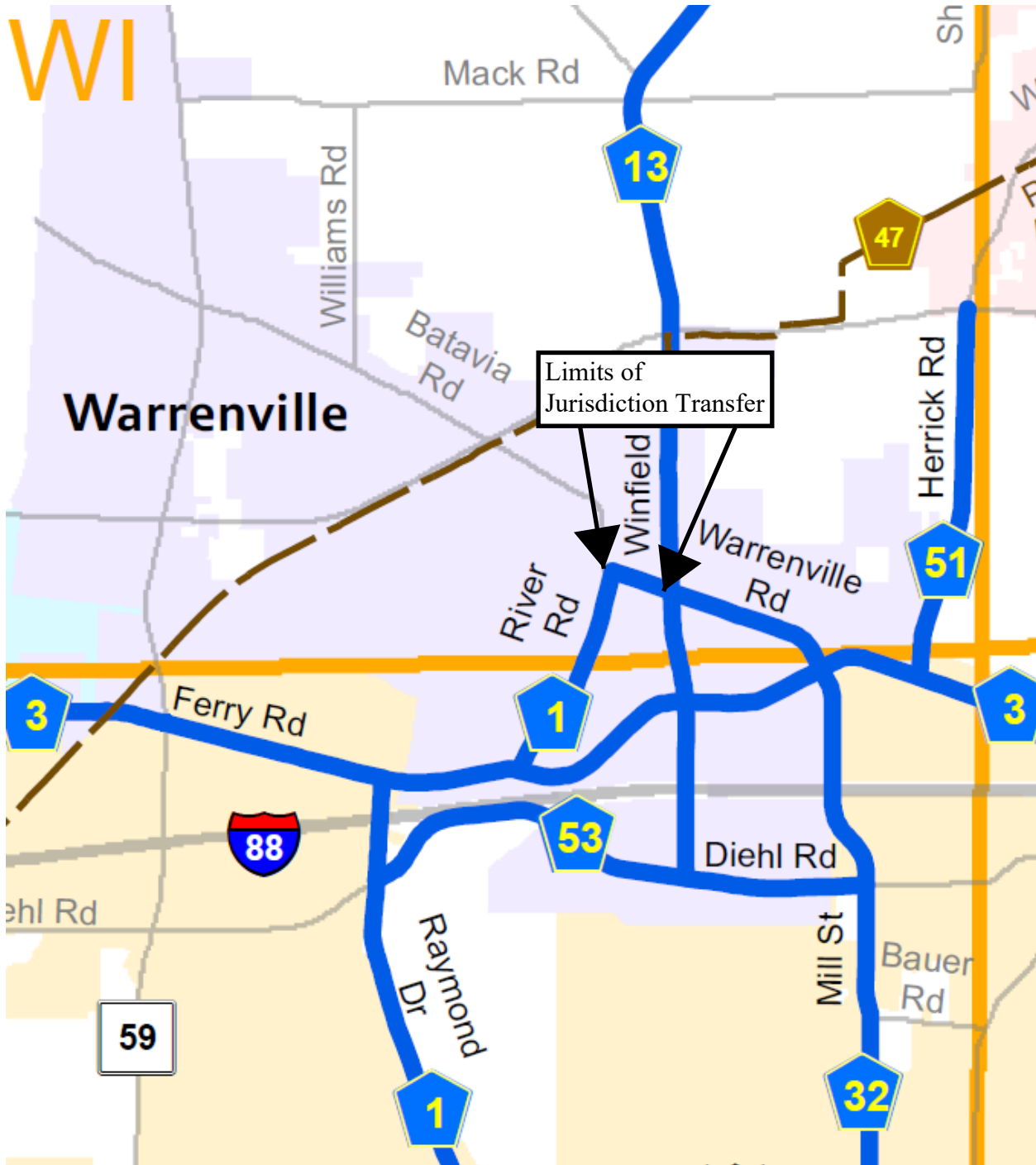
Location Map

Jurisdictional Transfer

DuPage County to City of Warrenville

Warrenville Road

From River Road easterly to Winfield Road (does **not** include bridge)



## BLR 05212 Instructions

This form shall be used when a Local Public Agency (LPA) and the State of Illinois desire a jurisdictional transfer of a roadway. For more information see Chapter 5 of the Bureau of Local Roads and Street Manual (BLRS Manual). For signature requirements, refer to Chapter 2, Section 3.05(b) of the BLRS Manual.

### Conveyor

Local Public Agency No. 1                      Insert the name of LPA who is the conveyor for the jurisdictional transfer

LPA Type    Select LPA Type of the Conveyor (i.e. County, Municipal, Township/Road District)

County    Insert the name of the county in which the LPA is located.

### Recipient

Local Public Agency No. 2                      Insert the name of LPA who is the recipient for the jurisdictional transfer

LPA Type    Select LPA Type of the Recipient (i.e. County, Municipal, Township/Road District)

County    Insert the name of the county in which the LPA is located.

### Location Description

Local Name    Insert the local(common) name of the roadway involved in the transfer.

Route    Insert the route number of the roadway involved in the transfer.

Length    Insert the length of the transfer in miles to the nearest hundredth.

Key Route Information                              Insert the key route(s) information of the roadway involved in the transfer. This information will need to be obtained from the Department of Transportation. It will be a 14 digit code.

Termini     Insert the beginning and ending termini of the transfer. When describing the limits of the jurisdictional transfer the wording of the termini description should be consistent between the agreement itself and any ordinances, or resolutions that may be included with the agreement. If not enough room insert page.

Structure Transfer                                   Check the appropriate box as to the status of the transfer of any structures located within termini of the roadway transfer. List structures on the line provided. If no structure exists then insert N/A on the line. **Any structure not specifically excluded is considered part of the jurisdictional transfer. The number must be the NBIS number.** If there is not enough room to list all NBIS structures, then attach list of structures on a separate piece of paper as an addendum.

### Effective Jurisdictional

Transfer Date    Check the appropriate box as to when the jurisdictional transfer will become effective. For a number of calendar days transfer insert the number of calendar days and the date after. For other check the box and insert when effective, example upon final acceptance.

Attachments:    Attach as required a location map of the jurisdictional transfer as Addendum No.1, and if required a resolution or ordinance as Addendum No. 2, along with any other required attachments. All attachments must be legible and in black and white.

### Signatures

Local Public Agency (Conveyor)                      The LPA shall insert their name, title then sign and date.

Local Public Agency (Recipient)                      The LPA shall insert their name, title then sign and date.

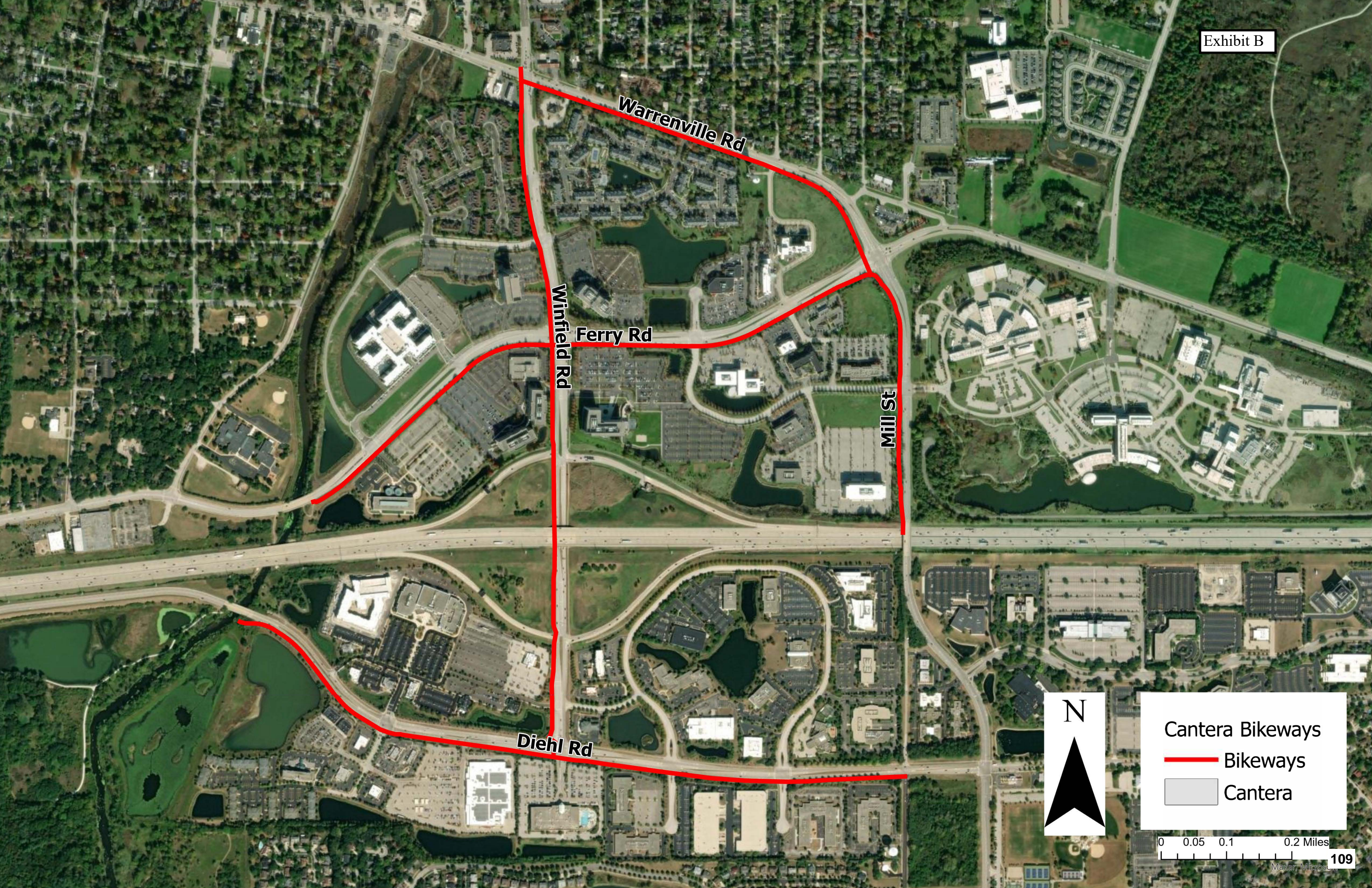
State of Illinois    Upon approval the Department of Transportation shall sign and date here.

**A minimum of three (3) signed originals must be submitted to the Regional Engineer's District office.**

**Following the IDOT's Approval, distribution will be as follows:**

Local Public Agency Clerk (one for each LPA)  
District File (Electronically after execution)  
Bureau of Local Roads and Streets Central Office  
Bureau of Operations District Office (Electronically after execution)  
District Roadway Inventory (Electronically after execution)





Warrenville Rd

Winfield Rd

Ferry Rd

Mill St

Diehl Rd



Cantera Bikeways

 Bikeways

 Cantera

0 0.05 0.1 0.2 Miles