1. CALL TO ORDER

2. ROLL CALL

3. PUBLIC COMMENT

4. APPROVAL OF MINUTES
   A. Public Works Committee - Regular Meeting - Tuesday January 16th, 2018

5. BUDGET TRANSFERS
   A. Budget Transfers -- Budget Transfer – Drainage - $20,000.00 – Budget transfer for cost share with Public Works and Stormwater on Xylem Water Solutions pump purchase.
   B. Budget Transfers -- Budget Transfer – Public Works - $20,000.00 – Residents have begun to take advantage of the County’s overhead sewer program. Budget transfer is to cover reimbursement costs to residents for installing overhead sewers.
   C. Budget Transfers -- Budget Transfer – Facilities Management - $40,397.00 – Budget transfer to Drainage to cover Oct/Nov labor charges from Public Works.

6. CONSENT ITEMS
   A. Consent Item -- Phoenix Systems & Service - Contract Extension

7. CLAIMS REPORT
   A. Payment of Claims -- Public Works, Drainage, Facilities Management

8. JOINT PURCHASING AGREEMENT
   A. PW-P-0045-18 Recommendation for the approval of a contract purchase order to Supply Works, for janitorial supplies, as needed, for Public Works, for the period January 1, 2018, through, October 31, 2020, for a total contract amount not to exceed $45,000.00. Contract pursuant to the Intergovernmental Cooperation Act US Communities Contract #17-21.
B. PW-P-0046-18 Recommendation for the approval of a contract purchase order to Currie Motors Frankfort, Inc., for the purchase of one (1) 2018 Ford Transit 250 van, for Public Works, for a contract total amount not to exceed $26,114.00. Contract let pursuant to the Governmental Joint Purchasing Act [Northwest Municipal Conference]

C. FM-P-0038-18 Recommendation for the approval of a contract purchase order to F.H. Paschen, S.N. Nielsen & Assoc. LLC, for General Governmental Services Contracting (GGSC), for on-call repair and construction services for County facilities, for Facilities Management, for the period February 14, 2018 through August 20, 2019, for a total contract amount not to exceed $475,000.00, per 30 ILCS 525 (Village of Lakemoor RFP NO. 17-RFP-512)

D. PW-P-0039-18 Recommendation for the approval of a contract purchase order to Bob Ridings, Inc., for the purchase of one (1) 2018 Ford F-350 Super Cab 4x4 truck, for Public Works, for a contract total amount not to exceed $48,946.00. Contract let pursuant to the Governmental Joint Purchasing Act [State of Illinois]

E. FM-P-0040-18 Recommendation for the approval of a contract purchase order to Trane U.S. Incorporated, to provide an AdaptiView Control Panel Upgrade for chiller #3 at the Power Plant, for Facilities Management, for the period February 14, 2018 through November 30, 2018, for a total contract amount not to exceed $60,000.00. Contract pursuant to the Intergovernmental Cooperation Act U.S. Communities #15-JLP-023

F. FM-P-0041-18 Recommendation for the approval of a contract purchase order to Weatherproofing Technologies, Inc., for roof inspection, preventive maintenance and minor repair as needed for campus roofs, for Facilities Management, for the period February 14, 2018 through February 28, 2019, for a contract total amount not to exceed $122,718.82. Contract pursuant to the Intergovernmental Cooperation Act National IPA #R132205

9. LOW QUOTE

A. 2018-58 Recommendation for the approval of a contract purchase order to LAI, Ltd., to furnish and deliver three (3) Safe-Tank double wall high density cross-linked polyethylene tanks, for Public Works, for a contract total amount not to exceed $24,945.00, per low quote 18-021-JM

B. 2018-59 Recommendation for the approval of a contract purchase order to Elmhurst Chicago Stone, for the disposal of uncontaminated soil due to sewer and water main repairs, for Public Works, for the period February 6, 2018 through February 5, 2019, for a total contract amount not to exceed $23,000.00, per E-Quote 18-010-JM (Other than lowest responsible quote)

C. 2018-60 Recommendation for the approval of a contract purchase order to PAHCS II/Northwestern Medicine Occupational Health, to provide comprehensive post offer physicals and functional job screening, for Facilities Management, for the two year period March 24, 2018 through March 23, 2020, for a total contract amount not to exceed $11,000.00, per low quote #17-197-JM
D. 2018-61 Recommendation for the approval of a contract purchase order to Columbia Pipe & Supply Co. for Fifty Six 4-inch butterfly valves for Woodridge Greene Valley aeration tank for Public Works, for a contract total amount not to exceed $6,654.48, per low quote Q18-012JM

10. SOLE SOURCE

A. 2018-62 Recommendation for the approval of a contract purchase order to Corrpro Companies, Inc., to furnish and install two (2) cathodic protection systems for pump stations, for the Judicial Office Facility, for Facilities Management, for the period through November 30, 2018, for a total contract amount not to exceed $23,175.00, per 55 ILCS 5/5-1022 “Competitive Bids” (c) not suitable for competitive bids – equipment consistency for maintenance

11. BID AWARD

A. FM-P-0042-18 Recommendation for the approval of a contract purchase order to Butler Chemicals Co., Inc., to furnish and deliver water treatment chemicals, as needed, for campus facilities, for Facilities Management, for a three year period, February 14, 2018 through February 13, 2021 for a contract total amount not to exceed $105,000.00, per lowest responsible bid #18-018-GV.

12. ACTION ITEMS

A. Action Item -- Recommendation to reject all bids received for Bid #18-007-DT, Northern Campus Tree Program, bid opened January 19, 2018.

B. DT-R-0058-18 RESOLUTION -- Renewal of Membership Agreement between the County of DuPage and JULIE, Inc., for JULIE services for the Division of Transportation and Department of Public Works, for an estimated County cost of $62,000.00 (Division of Transportation - $40,000.00/ Public Works - $22,000.00)

13. OLD BUSINESS

14. NEW BUSINESS

15. ADJOURNMENT
1. **CALL TO ORDER**

9:15 AM meeting was called to order by Chair James Healy at 9:15 AM.

2. **ROLL CALL**

   **PRESENT:** Grant, Healy, Larsen, Noonan  
   **ABSENT:** Fichtner, Grasso

3. **PUBLIC COMMENT**

4. **APPROVAL OF MINUTES**

   **A. Public Works Committee - Regular Meeting - Jan 2, 2018 9:15 AM**

   **RESULT:** ACCEPTED [UNANIMOUS]  
   **MOVER:** Sean T Noonan, Vice Chair  
   **SECONDER:** Robert L Larsen, District 6  
   **AYES:** Grant, Healy, Larsen, Noonan  
   **ABSENT:** Fichtner, Grasso

5. **BUDGET TRANSFERS**

   The motion was to combine and approve the Budget Transfers as presented.

   **RESULT:** APPROVED [UNANIMOUS]  
   **MOVER:** Amy L Grant, District 4  
   **SECONDER:** Sean T Noonan, Vice Chair  
   **AYES:** Grant, Healy, Larsen, Noonan  
   **ABSENT:** Fichtner, Grasso

   **A. Budget Transfers -- Budget Transfer - Public Works - $60,830.00 - Budget Transfer needed for Pearl Avenue engineering fees, AT&T for monitoring, and reimbursement to Public Works for labor on projects.**
B. Budget Transfers -- Budget Transfer - Public Works - $171,791.00 - Transfer needed for year end fiscal year 2017 budget transfers.

6. CONSENT ITEMS
The motion was to combine and approve the Consent Agenda as presented.

RESULT: APPROVED [UNANIMOUS]
MOVER: Sean T Noonan, Vice Chair
SECONDER: Amy L Grant, District 4
AYES: Grant, Healy, Larsen, Noonan
ABSENT: Fichtner, Grasso

A. Consent Item -- Crowne Industries, Ltd. - Contract Extension

B. Consent Item -- B+A Engineers Ltd DBA CCJM Engineers - Contract Extension

7. CLAIMS REPORT
A. Payment of Claims -- Public Works, Drainage, Facilities Management
The motion was to combine and approve the Claims Report as presented.

RESULT: APPROVED [UNANIMOUS]
MOVER: Sean T Noonan, Vice Chair
SECONDER: Robert L Larsen, District 6
AYES: Grant, Healy, Larsen, Noonan
ABSENT: Fichtner, Grasso

8. JOINT PURCHASING AGREEMENT
A. 2018-46 Recommendation for the approval of a contract purchase order issued to Allsteel Inc. C/O Midwest Office Interiors, to furnish Allsteel workstations and necessary furnishings, for Phase III of the Community Services Space Improvement project, at the JTK Administration Building, for Facilities Management, for a contract total amount not to exceed $18,839.75, per Lead Agency National IPA Proposal #P15-150-DT (CCU Grant Funded)

RESULT: APPROVED [UNANIMOUS]
MOVER: Sean T Noonan, Vice Chair
SECONDER: Robert L Larsen, District 6
AYES: Grant, Healy, Larsen, Noonan
ABSENT: Fichtner, Grasso

9. LOW QUOTE
A. 2018-49 Recommendation for the approval of a contract purchase order to Veolia ES Technical Solutions, for removal and disposal of unused chemicals at various Public Works facilities, for Public Works, for a contact total amount not to exceed $6,650.00, per low quote Q17-241BF

RESULT: APPROVED [UNANIMOUS]
MOVER: Sean T Noonan, Vice Chair
SECONDER: Robert L Larsen, District 6
AYES: Grant, Healy, Larsen, Noonan
ABSENT: Fichtner, Grasso

B. 2018-50 Recommendation for the approval of a contract purchase order issued to Warehouse Direct, Inc. d/b/a Midwest Office Interiors, to design, provide service, receive delivery and install the workstations and necessary furnishings, for Phase III of the Community Services Space Improvement project, at the JTK Administration Building, for Facilities Management, for a contract total amount not to exceed $5,150.00, per low quote #38622B (CCU Grant Funded)

RESULT: APPROVED [UNANIMOUS]
MOVER: Sean T Noonan, Vice Chair
SECONDER: Robert L Larsen, District 6
AYES: Grant, Healy, Larsen, Noonan
ABSENT: Fichtner, Grasso

10. BID RENEWAL

A. FM-P-0029-18 Recommendation for the approval of a contract purchase order to Team Pipe & Supply Co., d/b/a Royal Pipe & Supply Co., to furnish and deliver plumbing supplies, by the specified manufactures at discounted rates, as needed for County Facilities, for the period February 15, 2018 through February 14, 2019, for a total contract amount not to exceed $60,000.00, per renewal option under bid award #17-010-JM, second option to renew

RESULT: APPROVED [UNANIMOUS]
MOVER: Robert L Larsen, District 6
SECONDER: Sean T Noonan, Vice Chair
AYES: Grant, Healy, Larsen, Noonan
ABSENT: Fichtner, Grasso
B. FM-P-0030-18 Recommendation for the approval of a contract purchase order to HP Products Corporation a Ferguson Enterprise, to furnish and deliver plumbing supplies, by the specified manufactures at discounted rates, as needed for County Facilities, for the period February 15, 2018 though February 14, 2019, for a total contract amount not to exceed $60,000.00, per renewal option under bid award #17-010-JM, first option to renew

<table>
<thead>
<tr>
<th>RESULT</th>
<th>APPROVED [UNANIMOUS]</th>
</tr>
</thead>
<tbody>
<tr>
<td>MOVER</td>
<td>Sean T Noonan, Vice Chair</td>
</tr>
<tr>
<td>SECONDER</td>
<td>Robert L Larsen, District 6</td>
</tr>
<tr>
<td>AYES</td>
<td>Grant, Healy, Larsen, Noonan</td>
</tr>
<tr>
<td>ABSENT</td>
<td>Fichtner, Grasso</td>
</tr>
</tbody>
</table>

11. OLD BUSINESS
12. NEW BUSINESS
13. ADJOURNMENT

There being no further business, the meeting was adjourned at 9:22 AM
DuPage County, Illinois

BUDGET ADJUSTMENT
Effective June 28, 2016

From: 1000
Company: Drainage

<table>
<thead>
<tr>
<th>Accounting Unit</th>
<th>Account</th>
<th>Title</th>
<th>Amount</th>
<th>Prior to Transfer</th>
<th>Available Balance</th>
<th>After Transfer</th>
<th>Date of Balance</th>
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<tbody>
<tr>
<td>3200 53830</td>
<td>OTHER CONTRACTUAL EXPENSES</td>
<td>$20,000.00</td>
<td>200,000.00</td>
<td>180,000.00</td>
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Total $20,000.00

To: 1000

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<th>Account</th>
<th>Title</th>
<th>Amount</th>
<th>Prior to Transfer</th>
<th>Available Balance</th>
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<th>Date of Balance</th>
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<tbody>
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<td>3200 52250</td>
<td>AUTO/MACH/EQUIP PARTS</td>
<td>$20,000.00</td>
<td>(15,000 -)</td>
<td>5000 -</td>
<td>1/9/18</td>
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Total $20,000.00

Reason for Request:
Budget transfer for cost share with Public Works and Stormwater on Xylem Water Solutions' pump purchase.

Department Head

Signature on file

Chief Financial Officer

Activity (optional)

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

Finance Department Use Only

Fiscal Year 2018  Budget Journal #  Acctg Period

Released RollDate  Reassigned RollDate  Posted RollDate

Packet Pg. 8
DuPage County, Illinois
BUDGET ADJUSTMENT
Effective June 20, 2016

Public Works
Company/Accounting Unit Name

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<th>Accounting Unit</th>
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<th>Title</th>
<th>Available Balance</th>
<th>Date of Transfer</th>
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<td>53828</td>
<td>CONTINGENCIES</td>
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<th>Date of Transfer</th>
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<tr>
<td>Total</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Reason for Request:
Residents have begun to take advantage of the County’s overhead sewer program. Budget transfer is to cover reimbursement costs to residents for installing overhead sewers.

Department Head
Signature on file

Finance Department Use Only

Fiscal Year 2018
Budget Journal #
Acctg Period
Entered Date
Released Date
Printed Date

Attachment: BT 2000-2555 $20,000_Redacted (17-18-229 : PW BT $20,000)
DuPage County, Illinois
BUDGET ADJUSTMENT
Effective September 21, 2016

From: 1000
Company #: 1000-1100 Facilities Mgmt
Company/Accounting Unit Name

<table>
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<tr>
<th>Accounting Unit</th>
<th>Account</th>
<th>Sub-Account</th>
<th>Title</th>
<th>Prior Balance</th>
<th>After Transfer</th>
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<td>134,187.00</td>
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Total $ 40,397.00

To: 1000
Company #: 1000-1100 Facilities Mgmt

<table>
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<th>Account</th>
<th>Sub-Account</th>
<th>Title</th>
<th>Prior Balance</th>
<th>After Transfer</th>
<th>Date of Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>3200</td>
<td>52200</td>
<td></td>
<td>OPERATING SUPPLIES &amp; MATERIALS</td>
<td>$ 85.00</td>
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<td>30/18</td>
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<tr>
<td>3200</td>
<td>53200</td>
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<td>WIRELESS COMMUNICATION SVC</td>
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<td>131.29</td>
<td>30/18</td>
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<tr>
<td>3200</td>
<td>53830</td>
<td></td>
<td>OTHER CONTRACTUAL EXPENSES</td>
<td>$ 40,136.00</td>
<td>53,553.75</td>
<td>30/18</td>
</tr>
</tbody>
</table>

Total $ 40,397.00

Reason for Request:
To cover Drainage Oct/Nov labor chgs from PW

Finance Department Use Only

Finance

2018 Jul 30
P:2 of 39

Date

Packet Pg. 10
Request for Change Order
Procurement Services Division
Attach copies of all prior Change Orders

Date: Jan 3, 2018
MinuteTraq (JOM2) ID #: 11827

Purchase Order #: 20000358
Original Purchase Order Date: Jun 8, 2016
Change Order #: Change date to November 30, 2018. No change in contract total.

Vendor Name: Phoenix Systems & Service, Inc.
Vendor #: 10764
Dept Contact: Amy Arlowe/Dawn Carbone

Background and/or Reason for Change Order Request:

IN ACCORDANCE WITH 720 ILCS 5/33E-9

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

INCREASE/DECREASE

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Starting contract value</td>
</tr>
<tr>
<td>B</td>
<td>Net $ change for previous Change Orders</td>
</tr>
<tr>
<td>C</td>
<td>Current contract amount (A + B)</td>
</tr>
<tr>
<td>D</td>
<td>Amount of this Change Order</td>
</tr>
<tr>
<td>E</td>
<td>New contract amount (C + D)</td>
</tr>
<tr>
<td>F</td>
<td>Percent of current contract value this Change Order represents (D / C)</td>
</tr>
<tr>
<td>G</td>
<td>Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)</td>
</tr>
</tbody>
</table>

DECISION MEMO NOT REQUIRED

☐ Cancel entire order
☐ 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, 2017 to: Nov 30, 2018
☐ Increase ≥ $2,500.00, or ≥ 10%, of current contract amount
☐ Funding Source
☐ OTHER - explain below:

2018 JAN 24

PREPARED BY (INITIALS) Phone Ext Date Recommended for Approval (INITIALS) Phone Ext Date

REVIEWED BY (INITIALS ONLY)

Buyer Date Procurement Officer Date

Chief Financial Officer (Decision Memos Over $25,000) Date Chairman’s Office (Decision Memos Over $25,000) Date

CONSENT AGENDA
FEB 3 2018 Packet Pg. 11
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: Jan 23, 2018

Requesting Department: Public Works
Department Contact: Sean Reese

Contact Email: Sean.Reese@dupageco.org
Contact Phone: 630-985-7400

Vendor Name: Phoenix Systems & Service, Inc.
Vendor #: 10764

---

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

This change order is needed to extend the purchase order for training on the door and gate security software system and card reader system.

---

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

In June 2016 the County entered into a purchase order with Phoenix Systems to furnish and install security software and card readers for the Woodridge Greene Valley wastewater treatment plant. The contract needs to be extended at this time in order to complete the training of personnel on this system.

---

Strategic Impact

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

Quality of Life

By giving proper training to personnel at the wastewater treatment plant on the new security system and card readers it will greatly enhance the security of our staff as well as the security of other municipalities, customers and vendors who visit the facility.

---

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

This purchase order with Phoenix Systems & Service was selected based on it being the lowest responsible bid #16-078.

---

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

1) Extend the purchase order to complete the proper training. Recommended.

2) Do not extend the purchase order. Not recommended due to the need of proper staff training in the operation of the new security system.

---

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.

$8,134.00 out of FY2018 budget line 2000-2555-54010
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: 1/4/18

Bid/Contract/PO #: 

Company Name: Phoenix Systems & Service
Contact Phone: 630-360-8606
Contact Email: pbitterman@phx-sys.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 resulting in an aggregate amount at or in excess of $25,000, shall provide to Procurement Services Division a written disclosure of all political campaign contributions made by such contractor, union, or vendor within the current and previous calendar year to any incumbent county board member, county board chairman, or countywide elected official whose office the contract to be awarded will benefit. The contractor, union or vendor shall update such disclosure annually during the term of a multi-year contract and prior to any change order or renewal requiring approval by the county board. For purposes of this disclosure requirement, "contractor or vendor" includes owners, officers, managers, lobbyists, agents, consultants, bond counsel and underwriters counsel, subcontractors and corporate entities under the control of the contracting person, and political action committees to which the contracting person has made contributions.

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

<table>
<thead>
<tr>
<th>Recipient</th>
<th>Donor</th>
<th>Description (e.g. cash, type of item, in-kind services, etc.)</th>
<th>Amount/Value</th>
<th>Date Made</th>
</tr>
</thead>
</table>

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

<table>
<thead>
<tr>
<th>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</th>
<th>Telephone</th>
<th>Email</th>
</tr>
</thead>
</table>

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

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

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

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

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

Authorized Signature: __________________________

Signature on file

Printed Name: Pete Bitterman
Title: Corporate Secretary
Date: January 4, 2018

Attach additional sheets if necessary. Sign each sheet and number each page. Page _____ of _____ (total number of pages)
# Public Works Schedule of Claims

**2/6/2018**

<table>
<thead>
<tr>
<th>Pay Vendor Name</th>
<th>Description</th>
<th>Check Date</th>
<th>Amount</th>
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<tbody>
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<td>1/12/2018</td>
<td>$1,150.89</td>
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<tr>
<td>AUTOZONE INC</td>
<td>Automotive parts and accessories</td>
<td>1/12/2018</td>
<td>$115.62</td>
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<tr>
<td>BUCHANAN ENERGY (N) LLC</td>
<td>Unleaded fuel</td>
<td>1/12/2018</td>
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<td>CITY OF WHEATON</td>
<td>Meter reads</td>
<td>1/12/2018</td>
<td>$476.50</td>
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<td>FLOLO CORPORATION</td>
<td>ABB drive</td>
<td>1/12/2018</td>
<td>$604.48</td>
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<tr>
<td>G W BERKHEIMER CO INC</td>
<td>Pipe, tee, cleanout cap, vinyl hose</td>
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**Total**                                  $71,499.24
## Schedule of Purchases Under $5,000

### February 6, 2018

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<td>1100</td>
<td>52270</td>
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</tr>
<tr>
<td>Goding Electric Company</td>
<td>Repair parts</td>
<td>100</td>
<td>1100</td>
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<td>Safety-Kleen</td>
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<td>100</td>
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<td>1100</td>
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<td>IFIMA - International Facility Management Association</td>
<td>Membership renewal</td>
<td>100</td>
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<td>Midwest Environmental Consulting Services, Inc.</td>
<td>Instruction &amp; schooling</td>
<td>100</td>
<td>1100</td>
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<tr>
<td>Porter Pipe &amp; Supply Co</td>
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<td>100</td>
<td>1100</td>
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<td>$306.00</td>
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<tr>
<td>CONTRACT #</td>
<td>VENDOR</td>
<td>DESCRIPTION</td>
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<td>FUND</td>
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<td>---------------------------------------------</td>
<td>--------------------------------------------------------------------</td>
<td>-----------</td>
<td>----------</td>
<td>------</td>
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<tr>
<td>2335-0001 SERV</td>
<td>A&amp;P Grease Trappers, Inc.</td>
<td>Sanitary, grease trap and storm basin pumping, jacketing and cleaning</td>
<td>01/11/17</td>
<td>01/13/18</td>
<td>1000</td>
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<tr>
<td>941-0001 SERV</td>
<td>ABB Post 80</td>
<td>Rental of Satellite traffic control &amp; semi-annual floor maintenance</td>
<td>12/01/17</td>
<td>12/31/17</td>
<td>1000</td>
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<tr>
<td>2671-0001 SERV</td>
<td>Advent Systems, Inc.</td>
<td>Service call</td>
<td>09/14/17</td>
<td>09/13/18</td>
<td>1000</td>
</tr>
<tr>
<td>2417-0001 SERV</td>
<td>Anderson Lock Company</td>
<td>Maintenance supplies</td>
<td>04/15/17</td>
<td>04/14/18</td>
<td>1000</td>
</tr>
<tr>
<td>2535-0001 SERV</td>
<td>B+A Engineers, Ltd. dba CCIM</td>
<td>Professional Mechanical &amp; Electrical Engineering Services</td>
<td>10/28/17</td>
<td>11/20/17</td>
<td>6000</td>
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<tr>
<td>2547-0001 SERV</td>
<td>Brown and Root Industrial Services,</td>
<td>Building Improvements</td>
<td>12/14/16</td>
<td>12/31/17</td>
<td>8000</td>
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<td>2614-0001 SERV</td>
<td>Charles Equipment Energy Systems</td>
<td>Replacement parts</td>
<td>07/16/17</td>
<td>07/14/18</td>
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<tr>
<td>2734-0001 SERV</td>
<td>City of Wheaton</td>
<td>Water utility service for Sheriff's Work Alternative Program - 0034070000</td>
<td>11/08/17</td>
<td>12/06/17</td>
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<tr>
<td>2233-0001 SERV</td>
<td>DVI Enterprises Inc. dba Tandem</td>
<td>Employee uniforms</td>
<td>12/07/16</td>
<td>12/08/17</td>
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<td>2729-0001 SERV</td>
<td>Evroce Water Technologies LLC</td>
<td>Bit Bank exchange</td>
<td>10/17/17</td>
<td>10/16/20</td>
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<td>Fastenal Company</td>
<td>Maintenance supplies</td>
<td>07/01/17</td>
<td>06/30/19</td>
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<td>2823-0001 SERV</td>
<td>Fox Valley Fire &amp; Safety</td>
<td>Building maintenance</td>
<td>08/28/16</td>
<td>08/27/17</td>
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<td>2673-0001 SERV</td>
<td>Fox Valley Fire &amp; Safety</td>
<td>Quarterly security alarm, annual inspection services, repair</td>
<td>12/31/17</td>
<td>02/02/18</td>
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<tr>
<td>769-0001 SERV</td>
<td>Grueninger</td>
<td>Tools and replacement parts</td>
<td>01/13/15</td>
<td>12/31/17</td>
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</tr>
<tr>
<td>2991-0001 SERV</td>
<td>Grainger</td>
<td>Tool, replacement parts and maintenance supplies</td>
<td>01/01/16</td>
<td>12/31/15</td>
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<td>2468-0001 SERV</td>
<td>Graybar Electric Company</td>
<td>Electrical supplies</td>
<td>04/04/17</td>
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<td>2874-0001 SERV</td>
<td>Groot, Inc.</td>
<td>Refuse and recycling services</td>
<td>11/01/17</td>
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<td>2226-0001 SERV</td>
<td>HODI Water Technology</td>
<td>Bulk chemicals for water treatment</td>
<td>12/15/15</td>
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<td>2853-0001 SERV</td>
<td>Home Depot</td>
<td>Tools, operating supplies, replacement parts, maintenance supplies</td>
<td>08/09/17</td>
<td>12/31/20</td>
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<tr>
<td>2574-0001 SERV</td>
<td>IF Products Corporation/Penguin</td>
<td>Plumbing supplies</td>
<td>02/15/17</td>
<td>02/14/18</td>
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<td>Johnson Controls, Inc.</td>
<td>Replacement parts</td>
<td>08/12/17</td>
<td>08/31/18</td>
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<td>2868-0001 SERV</td>
<td>Kone, Inc.</td>
<td>Elevator maintenance coverage</td>
<td>12/01/17</td>
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<td>598-0001 SERV</td>
<td>Koeica Minolta Business Solutions,</td>
<td>Monthly maintenance service and leasing agreement</td>
<td>12/20/17</td>
<td>01/19/18</td>
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<td>2596-0031 SERV</td>
<td>Laport, Inc.</td>
<td>Paper towels</td>
<td>12/01/17</td>
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<td>Laport, Inc.</td>
<td>Restroom tissue</td>
<td>12/01/17</td>
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<td>1981-0001 SERV</td>
<td>Metro Professional Products, a division of</td>
<td>Repair parts</td>
<td>06/24/16</td>
<td>06/23/17</td>
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</tr>
<tr>
<td>2734-0001 SERV</td>
<td>Nicor</td>
<td>Natural Gas utility services</td>
<td>11/29/17</td>
<td>12/29/17</td>
<td>1000</td>
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<tr>
<td>2360-0001 SERV</td>
<td>Royal Pipe &amp; Supply Company</td>
<td>Plumbing supplies</td>
<td>03/15/17</td>
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<tr>
<td>2790-0001 SERV</td>
<td>Tee Jay Service Company</td>
<td>Building maintenance</td>
<td>11/13/17</td>
<td>11/12/18</td>
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<tr>
<td>2424-0001 SERV</td>
<td>The Sherwin-Williams Company</td>
<td>Maintenance supplies</td>
<td>04/12/17</td>
<td>04/11/18</td>
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<tr>
<td>2496-0001 SERV</td>
<td>Trans U.S. incorporated</td>
<td>Preventative/Full service maintenance</td>
<td>01/01/18</td>
<td>01/31/18</td>
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<tr>
<td>2781-0001 SERV</td>
<td>Tri-Dins Filters Corporation</td>
<td>Maintenance supplies and building maintenance</td>
<td>09/27/17</td>
<td>09/26/18</td>
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<tr>
<td>2856-0001 SERV</td>
<td>V3 Companies of Illinois, Ltd.</td>
<td>Building improvements</td>
<td>11/07/17</td>
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<tr>
<td>592-0001 SERV</td>
<td>Village of Addison</td>
<td>Lease of satellite traffic court</td>
<td>12/01/17</td>
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<td>2737-0001 SERV</td>
<td>Wheaton Sanitary</td>
<td>Sanitary sewer utility services</td>
<td>11/08/17</td>
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</tbody>
</table>
AWARDING RESOLUTION
TO SUPPLY WORKS FOR THE PURCHASE OF
JANITORIAL SUPPLIES FOR THE DU PAGE COUNTY
DEPARTMENT OF PUBLIC WORKS
(CONTRACT AMOUNT: $45,000.00)

WHEREAS, pursuant to an Intergovernmental Agreement between the County of DuPage and U.S. Communities, the County of DuPage will contract with Supply Works;

WHEREAS, the Public Works Committee recommends County Board approval for the issuance of a contract purchase order to Supply Works, for janitorial supplies, as needed, for the period January 9, 2018 through October 31, 2020, per U.S. Communities Contract #17-21 in compliance with 30 ILCS 525/2 “Government Joint Purchasing Act”.

NOW, THEREFORE BE IT RESOLVED, that County contract covering said, for various janitorial supplies as-needed, for the period January 9, 2018 through October 31, 2020 for the Department of Public Works, be, and it is hereby approved for issuance of a contract purchase order by the Procurement Division to Supply Works, 1100 N. Lombard Road, Lombard, Il 60148, for a contract total amount of $45,000.00, per U.S. Communities Contract #17-21 in compliance with 30 ILCS 525/2 “Government Joint Purchasing Act”.

Enacted and approved this 13th day of February, 2018 at Wheaton, Illinois.

________________________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

Attest: _________________________________
PAUL HINDS, COUNTY CLERK
### PROCUREMENT REVIEW CHECKLIST

**REQUISITION**

This form must accompany all County Purchase Requisitions.

<table>
<thead>
<tr>
<th>DATE SUBMITTED</th>
<th>CONCEPT TOTAL AMOUNT</th>
<th>CONTRACT TERM</th>
<th>REQUESTING DEPT.</th>
<th>DATE COMPLETED</th>
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<tbody>
<tr>
<td>December 18, 2017</td>
<td>$45,000.00</td>
<td>JANUARY 9, 2018 THROUGH OCTOBER 31, 2020</td>
<td>PUBLIC WORKS</td>
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<td>Kathy Ostrowski Completed 12/19/2017 10:24 AM</td>
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<td>Paul Rafac Completed 12/27/2017 2:47 PM</td>
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<td></td>
<td>Tom Cuculich Completed 12/27/2017 3:20 PM</td>
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<td>Public Works Committee Pending 02/06/2018 9:15 AM</td>
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<td>Finance Committee Pending 02/13/2018 8:00 AM</td>
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<td>County Board Pending 02/13/2018 10:00 AM</td>
</tr>
</tbody>
</table>

**SOLICITATION METHOD FOR SOURCE SELECTION**

**Decision Memo Required**

Per Cooperative Agreement
### Procurement Review Checklist

**Procurement Services Division**

This form must accompany all Purchase Order Requisitions

Attach Required Vendor Ethics Disclosure Statement

---

<table>
<thead>
<tr>
<th>Vendor: Supply Works</th>
<th>Contract: January 9, 2018 through October 31, 2020</th>
<th>Contract Total: $45,000.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dept: Public Works</td>
<td></td>
<td>Assigned Committee: Public Works</td>
</tr>
<tr>
<td>Contact: Sean Reese</td>
<td></td>
<td>Phone: 630-985-7400</td>
</tr>
</tbody>
</table>

**Description of Procurement/Scope of Work/Background**

Contract for janitorial supplies for Public Works facilities from 1/9/18 through 10/31/20 in the amount of $45,000 per the US Communities Contract #17-21.

**Reason for Procurement**

Janitorial supplies are needed on a daily basis for general cleaning and maintenance at various Public Works locations.

---

**FUNDING SOURCE**

- [ ] Procurement budgeted for (FY and budget code(s)): 2000-2665-52280
- [ ] Budget Transfer (Date) ____________ Add'l Information __________________________

---

**DECISION MEMO NOT REQUIRED**

- [ ] LOWEST RESPONSIBLE QUOTE # or BID # ________________________________ (QUOTE < $25,000, BID ≥ $25,000; attach Tabulation)
- [ ] RENEWAL, Enter Bid # ____________________________ [ ] Intergovernmental Agreement
- [ ] SOLE SOURCE per DuPage County Purchasing Ordinance, Article 4-102(S) (attach Sole Source Justification form)
- [ ] PER 55 ILCS 5/5-1022 'Competitive Bids' (d) IT/Telecom purchases under $35,000.00 [ ] Public Utility
- [ ] PER 55 ILCS 5/5-1022 'Competitive Bids' (c) not suitable for competitive bidding. Explain below: __________________________________________

---

**DECISION MEMO REQUIRED**

- [ ] Cooperative Procurement (DPC4-107) or Government Joint Purchasing Act Procurement (30ILCSS25)
- [ ] Per Coop (DPC4-107) select one below
  - U.S. Communities # 17-21

- [ ] EXPLANATION OF REQUEST FOR PROPOSAL RFP # ____________________________ (include Evaluation Summary if applicable)
- [ ] RENEWAL OF RFP # ____________________________
- [ ] PROFESSIONAL SERVICES EXCLUDED per DuPage Ordinance (4-108) and 50 ILCS 510/2 (Architects, Engineers and Land Surveyors)
- [ ] OTHER PROFESSIONAL SERVICES (detail vetting process on Decision Memo)
- [ ] REQUEST WAIVER OF COUNTY BID RULES (only allowable to Statutory Limits)
- [ ] OTHER THAN LOWEST RESPONSIBLE BID # ____________________________

---

**PREPARED BY AND APPROVAL(S) (Initials Only)**

<table>
<thead>
<tr>
<th>NWK</th>
<th>12-18-17</th>
</tr>
</thead>
<tbody>
<tr>
<td>NWK</td>
<td>12-18-17</td>
</tr>
<tr>
<td>NWK</td>
<td>12-18-17</td>
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</table>

**REVIEWED BY (Initials Only)**

<table>
<thead>
<tr>
<th>Buyer</th>
<th>B-22-17</th>
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</thead>
<tbody>
<tr>
<td>Procurement Officer</td>
<td>9-22-17</td>
</tr>
<tr>
<td>Chairman's Office</td>
<td>12-27-17</td>
</tr>
<tr>
<td>(Decision Memos Over $25,000)</td>
<td>(Decision Memos Over $25,000)</td>
</tr>
</tbody>
</table>

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**Packet Pg. 21**
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: Dec 15, 2017
MinuteTraq (IQM2) ID #: 11569
Department Requisition #: __________

Requesting Department: Public Works
Contact Email: Sean.Reese@dupageco.org
Vendor Name: Supplyworks

Department Contact: Sean Reese
Contact Phone: 630-985-7400
Vendor #: 13167

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

Recommendation for the approval of a contract purchase order to furnish and deliver cleaning supplies as needed for the Public Works Facility for a contract amount not to exceed $45,000.

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

In order to be cost effective and efficient, Public Works staff performs ongoing cleaning of all field locations including three wastewater treatment facilities, the Underground Maintenance administrative building & garage as well as several well house locations. Supplyworks allows Public Works to purchase cleaning supplies at significantly discounted prices. Having the option to purchase through a cooperative purchasing agreement gives the Department the flexibility to obtain specific materials from previously vetted vendors which reduces lead and down times. Supplyworks also has free next day delivery which is important due to the Department being limited on storage space to keep supplies in stock at all times.

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

Quality of Life
This contract will be used for the purchase and delivery of cleaning supplies that are needed for the routine daily cleaning of various Public Works Facilities.

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

Supplyworks hold the US Communities contract #17-21 which allows Public Works to purchase cleaning supplies at significantly discounted prices, offers no-minimum order requirements and has free next-day shipping.

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

1) Staff recommends securing a contract to purchase cleaning supplies with Supplyworks through the US Communities contract #17-21. Having the option to purchase items through a cooperative purchasing agreement gives staff the flexibility to obtain specific materials from previously vetted vendors.
2) The second option includes sending items out for quote or bid, however this is not recommended due to the quantity of small value items that would need to be quoted or bid out.

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.

Monies are budgeted for this contract by Public Works.
SupplyWorks Contract

Lead Agency:
Fresno Unified School District, California

Contract Number:
17-21

3 year initial term, November 1, 2017 to October 31, 2020
Option to renew for (2) additional (1) year periods

Postings
Number of Suppliers who responded to RFP: 5

<table>
<thead>
<tr>
<th>Posting Information</th>
<th>Date Posted</th>
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</thead>
<tbody>
<tr>
<td>U.S. Communities: Current Solicitations</td>
<td>March 27, 2017 - May 2, 2017</td>
</tr>
<tr>
<td>Onvia/DemandStar</td>
<td>March 27, 2017 - May 2, 2017</td>
</tr>
<tr>
<td>Fresno Unified School District</td>
<td>March 27, 2017 - May 2, 2017</td>
</tr>
<tr>
<td>Canadian MERX Public Tenders</td>
<td>March 27, 2017 - May 2, 2017</td>
</tr>
<tr>
<td>State of Hawaii, Louisiana and Oregon</td>
<td>March 27, 2017 - May 2, 2017</td>
</tr>
</tbody>
</table>

SupplyWorks Prior Contract: Expires December 31, 2017

Lead Agency:
Fresno Unified School District, California

Contract Number:
12-22

3 year initial term, January 1, 2013 to December 31, 2015
Contract has been extended through December 31, 2017

Postings
Number of Suppliers who responded to RFP: 5

<table>
<thead>
<tr>
<th>Posting Information</th>
<th>Date Posted</th>
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<tbody>
<tr>
<td>Onvia Demand Start</td>
<td>July 23, 2012 - August 21, 2012</td>
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<tr>
<td>Association of Oregon Counties</td>
<td>July 23, 2012 - August 21, 2012</td>
</tr>
</tbody>
</table>
**Purchase Requisition**  
**Procurement Services Division**

**Send Purchase Order To:**

<table>
<thead>
<tr>
<th>Vendor: Supply Works</th>
<th>Vendor #: 13167</th>
<th>Dept: DuPage County Public Works</th>
<th>Division:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attn: Sam Colyott</td>
<td>Email: <a href="mailto:Sam.Colyott@supplyworks.com">Sam.Colyott@supplyworks.com</a></td>
<td>Attn: Accounts Payable</td>
<td>Email: <a href="mailto:pwaccountspayable@dupageco.org">pwaccountspayable@dupageco.org</a></td>
</tr>
<tr>
<td>Address: 1100 N. Lombard Road</td>
<td>Address: 7900 S. Route 53</td>
<td>City: Lombard</td>
<td>State: IL</td>
</tr>
<tr>
<td>City: Lombard</td>
<td>State: IL</td>
<td>Zip: 60148</td>
<td></td>
</tr>
<tr>
<td>Phone: 630-770-3079</td>
<td>Fax: 815-873-1920</td>
<td>Phone: 630-985-7400</td>
<td>Fax: 630-985-4802</td>
</tr>
</tbody>
</table>

**Send Invoices To:**

<table>
<thead>
<tr>
<th>Vendor: Supply Works</th>
<th>Vendor #: 13167</th>
<th>Dept: DuPage County Public Works</th>
<th>Division:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attn: Accounts Payable</td>
<td>Email: <a href="mailto:pwaccountspayable@dupageco.org">pwaccountspayable@dupageco.org</a></td>
<td>Attn: Accounts Payable</td>
<td>Email: <a href="mailto:pwaccountspayable@dupageco.org">pwaccountspayable@dupageco.org</a></td>
</tr>
<tr>
<td>Address: 1100 N. Lombard Road</td>
<td>Address: 7900 S. Route 53</td>
<td>City: Lombard</td>
<td>State: IL</td>
</tr>
<tr>
<td>City: Lombard</td>
<td>State: IL</td>
<td>Zip: 60148</td>
<td></td>
</tr>
<tr>
<td>Phone: 630-770-3079</td>
<td>Fax: 815-873-1920</td>
<td>Phone: 630-985-7400</td>
<td>Fax: 630-985-4802</td>
</tr>
</tbody>
</table>

**Send Payments To:**

<table>
<thead>
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<th>Dept: DuPage County Public Works</th>
<th>Division:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attn: Email:</td>
<td>Attn: Email:</td>
<td>Attn: Email:</td>
<td>Attn: Email:</td>
</tr>
<tr>
<td>Address: 1100 N. Lombard Road</td>
<td>Address: 7900 S. Route 53</td>
<td>City: Lombard</td>
<td>State: IL</td>
</tr>
<tr>
<td>City: Lombard</td>
<td>State: IL</td>
<td>Zip: 60148</td>
<td></td>
</tr>
<tr>
<td>Phone: 630-770-3079</td>
<td>Fax: 815-873-1920</td>
<td>Phone: 630-985-7400</td>
<td>Fax: 630-985-4802</td>
</tr>
</tbody>
</table>

**Payment Terms**

<table>
<thead>
<tr>
<th>Category</th>
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<tbody>
<tr>
<td>F.O.B.</td>
<td>PO 20 Delivery Date</td>
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<tr>
<td>Destination</td>
<td>PO 25 only</td>
</tr>
<tr>
<td>Use for</td>
<td>Contract Administrator</td>
</tr>
<tr>
<td>Contract Start Date</td>
<td>Contract End Date</td>
</tr>
<tr>
<td>PO 25 only</td>
<td></td>
</tr>
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</table>

**Requisition Total**

<table>
<thead>
<tr>
<th>LN</th>
<th>Qty</th>
<th>UOM</th>
<th>Item Detail (Product #)</th>
<th>Description</th>
<th>FY</th>
<th>Dept #</th>
<th>Acctg Unit</th>
<th>Acct #</th>
<th>Sub-Accts and/or Activity #</th>
<th>Unit Price</th>
<th>Extension</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1</td>
<td>EA</td>
<td>Janitorial supplies for the period 1/9/18 through 10/31/20 per the US Communities Contract #17-21</td>
<td>2000</td>
<td>2665</td>
<td>52280</td>
<td>45,000.00</td>
<td>45,000.00</td>
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<td></td>
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</tr>
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</table>

**Header Comments**

*(these comments will appear on the PO20 and PO25 Purchase Order)*

**Special Instructions/Comments to Buyer or Approver**

*(these comments will NOT appear on the Purchase Order)*

**User Department Internal Notes**

*(these comments will NOT appear on the Purchase Order)*
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 resulting in an aggregate amount of $25,000, shall provide to Procurement Services Division a written disclosure of all political campaign contributions made by such contractor, union, or vendor within the current and previous calendar year to any incumbent county board member, county board chairman, or countywide elected official whose office the contract to be awarded will benefit. The contractor, union or vendor shall update such disclosure annually during the term of a multi-year contract and prior to any change order or renewal requiring approval by the county board. For purposes of this disclosure requirement, "contractor or vendor" includes owners, officers, managers, lobbyists, agents, consultants, bond counsel and underwriters counsel, subcontractors and corporate entities under the control of the contracting person, and political action committees to which the contracting person has made contributions

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

<table>
<thead>
<tr>
<th>Recipient</th>
<th>Donor</th>
<th>Description (e.g. cash, type of item, in-kind services, etc.)</th>
<th>Amount/Value</th>
<th>Date Made</th>
</tr>
</thead>
</table>

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**

<table>
<thead>
<tr>
<th>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</th>
<th>Telephone</th>
<th>Email</th>
</tr>
</thead>
</table>

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

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

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

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

http://www.dupageco.org/CountyBoard/Policies/

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

Authorized Signature: [Redacted]

Printed Name: Dee Hobbs

Title: Account Executives

Date: 12-21-2017

Attach additional sheets if necessary. Sign each sheet and number each page. Page ______ of ______ (total number of pages)
AWARDING RESOLUTION
ISSUED TO CURRIE MOTORS FRANKFURT, INC.
TO FURNISH ONE (1) 2018 FORD TRANSIT 250 VAN
FOR PUBLIC WORKS
(CONTRACT TOTAL AMOUNT: $26,114.00)

WHEREAS, Section 2 of the Governmental Joint Purchasing Act authorizes the County of DuPage to jointly purchase personal property, supplies and services jointly with one or more other governmental units when such purchases were made by competitive selection as provided in Section 4 of the Act; and

WHEREAS, the Northwest Municipal Conference (NWMC), a governmental unit as defined by the Governmental Joint Purchasing Act, has let a contract for the purchase of one (1) 2018 Ford Transit 250 van through a competitive process and has authorized the County to make procurements in accordance with the terms of such contract; and

WHEREAS, the Public Works Committee recommends County Board approval for the issuance of a contract purchase order to Currie Motors Frankfort, Inc., to furnish one (1) 2018 Ford Transit 250 van, for Public Works.

NOW, THEREFORE BE IT RESOLVED, that County Contract, covering said to furnish one (1) 2018 Ford Transit 250 van, for Public Works, be, and it is hereby approved for issuance of a contract purchase order by the Procurement Division to, Currie Motors Frankfort, Inc., 9423 W. Lincoln Highway, Frankfort, IL 60423, for a total contract amount not to exceed $26,114.00.

Enacted and approved this 13th day of February, 2018 at Wheaton, Illinois.

_______________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

Attest: _________________________________
PAUL HINDS, COUNTY CLERK
## PROCUREMENT REVIEW CHECKLIST
### REQUISITION
This form must accompany all County Purchase Requisitions.

### NEW PURCHASE ORDER REQUEST

<table>
<thead>
<tr>
<th>DATE SUBMITTED</th>
<th>CONTRACT TERM</th>
<th>CONTRACT TOTAL AMOUNT</th>
<th>REQUESTING DEPT.</th>
</tr>
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<tbody>
<tr>
<td>January 23, 2018</td>
<td>N/A</td>
<td>$26,114.00</td>
<td>PUBLIC WORKS</td>
</tr>
</tbody>
</table>

### SOLICITATION METHOD FOR SOURCE SELECTION

**Decision Memo Required**  Per Cooperative Agreement

**Angela Bendinelli**  Completed  01/23/2018 4:07 PM

**Nick Kottmeyer**  Completed  01/23/2018 4:35 PM

**Kathy Ostrowski**  Completed  01/24/2018 10:48 AM

**James McGuire**  Completed  01/25/2018 10:23 AM

**Paul Rafac**  Completed  01/31/2018 7:40 AM

**Tom Cuculich**  Completed  01/31/2018 10:23 AM

**Kathy Ostrowski**  Completed  02/01/2018 2:38 PM

**Public Works Committee**  Pending  02/06/2018 9:15 AM

**Finance Committee**  Pending  02/13/2018 8:00 AM

**County Board**  Pending  02/13/2018 10:00 AM
**Procurement Review Checklist**

**Procurement Services Division**

This form must accompany all Purchase Order Requisitions

Attach Required Vendor Ethics Disclosure Statement

**Date:** Jan 17, 2018

**MinuteTraq (IQM2) ID #:** 11808

---

**Vendor:** Currie Motors Frankfort, Inc.  
**Vendor #:**  
**Contract Term:** N/A  
**Contract Total:** $26,114.00

**Dept:** Public Works  
**Contact:** Sean Reese  
**Phone:** 630-985-7400  
**Assigned Committee:** Public Works

**Description of Procurement/Scope of Work/Background:** Furnish one (1) 2018 Ford Transit 250 van to the Public Works Department per the Suburban Purchasing Cooperative Contract #150 in the amount of $26,114.

**Reason for Procurement:** This Ford will be used on a daily basis by Woodridge Greene Valley electrical personnel and will replace an existing 2001 Ford F250 cargo van that has exceeded its useful life per the County Vehicle Policy.

---

**FUNDING SOURCE**

- [x] Procurement budgeted for (FY and budget code(s)): 2000-2555-54120
- [ ] Budget Transfer (Date)  
  Add'l Information

---

**DECISION MEMO NOT REQUIRED**

- [ ] LOWEST RESPONSIBLE QUOTE # or BID # ___________________________ (QUOTE < $25,000, BID ≥ $25,000; attach Tabulation)
- [ ] RENEWAL, Enter Bid # ___________________________  
  [ ] Intergovernmental Agreement
- [ ] SOLE SOURCE per DuPage County Purchasing Ordinance, Article 4-102(S) (attach Sole Source Justification form)
- [ ] PER SS ILCS 5/5-1022 'Competitive Bids' (d) IT/Telecom purchases under $35,000.00  
  [ ] Public Utility
- [ ] PER SS ILCS 5/5-1022 'Competitive Bids' (c) not suitable for competitive bidding. Explain below:

---

**DECISION MEMO REQUIRED**

- [x] Cooperative Procurement (DPC4-107) or Government Joint Purchasing Act Procurement (30ILCS525)
- [x] Per Coop (DPC4-107) select one below
  - NWMC Northwest Municipal Conference/SPC # 150

- [ ] EXPLANATION OF REQUEST FOR PROPOSAL RFP # ___________________________ (include Evaluation Summary if applicable)
- [ ] RENEWAL OF RFP # ___________________________
- [ ] PROFESSIONAL SERVICES EXCLUDED per DuPage Ordinance (4-108) and 50 ILCS 510/2 (Architects, Engineers and Land Surveyors)
- [ ] OTHER PROFESSIONAL SERVICES (detail vetting process on Decision Memo)
- [ ] REQUEST WAIVER OF COUNTY BID RULES (only allowable to Statutory Limits)
- [ ] OTHER THAN LOWEST RESPONSIBLE, BID # ___________________________

---

**PREPARED BY AND APPROVAL(S) (Initials Only)**

**Prepared By**  
**Date** 1/23/2018  
**Recommended for Approval**  
**Date** 1/23/2018  
**IT Approval, if required**  
**Date**

---

**REVIEWED BY (Initials Only)**

**Buyer**  
**Date** 1/24/18  
**Procurement Officer**  
**Date** 1-25-18

**Chief Financial Officer**  
(Decision Memos Over $25,000)  
**Date** 1-31-18  
**Chairman's Office**  
(Decision Memos Over $25,000)  
**Date** 1-5-18

---

**Packet Pg. 28**

---

**Attachment:** Currie Motors - Checklist (PW-P-0046-18 : PW Currie Motors, Frankfort, Inc.)
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: Jan 17, 2018
MinuteTraq (IQM2) ID #: 11808
Department Requisition #: 18213006

Requesting Department: Public Works
Department Contact: Sean Reese

Contact Email: Sean.Reese@dupageco.org
Contact Phone: 630-985-7400

Vendor Name: Currie Motors Frankfort, Inc
Vendor #: 

---

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

Recommendation for the approval for the purchase of a 2018 Ford Transit 250 van to be used by Woodridge Greene Valley Public Works electrical staff thru the Suburban Purchasing Cooperative Contract # 150 in the amount of $26,114.

---

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

Public Works investigated pricing from multiple sources including local vendors and other cooperative purchasing agreements and received several quotes. The SPC Contract #150 was the lowest responsible quote for the new Ford Transit van.

---

Strategic Impact
Quality of Life

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

This vehicle purchase is needed for the daily transportation needs of the Public Works electrical department. It is used to transport staff, tools and materials that are needed for daily work functions at such locations as well houses, lift stations, treatment plants and the County campus. This vehicle is also needed for the use of the on-call electrician for any after-hours emergency response that may be required.

---

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

Staff received estimates from multiple cooperative purchasing agencies as well as local dealerships.

---

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

1) Staff recommends securing a contract to purchase a Ford Transit Van 250 through the SPC Contract #150. Recommended due to this price being the lowest over all other sources.
2) The second option includes going out to bid, however this is not recommended.

---

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.

$26,114 will be removed from line 2000-2555-54120
Customer Proposal

Prepared for:  
Du Page Co Public Works

Prepared by:  
THOMAS SULLIVAN  
Office: 708-479-1100

Date: 01/22/2018  
Vehicle: 2018 Transit-250 Base  
Low Roof Cargo Van 129.9" WB  
Quote ID: dupagetrans
Du Page Co Public Works

Re: Vehicle Proposal

To Whom It May Concern,

Pricing reflects SPC Contract # 150

Sincerely,

THOMAS SULLIVAN
Major Equipment
(Based on selected options, shown at right)
3.7L V-6 DOHC w/SMPFI 275hp
6 speed automatic w/OD

- 4-wheel ABS
- Traction control
- Battery with run down protection
- Air conditioning
- AM/FM stereo with seek-scan, single in-dash CD player, MP3 decoder, external memory control
- Daytime running
- Variable intermittent wipers
- Dual front airbags w/passenger cancel
- Airbag occupancy sensor
- Message Center
- Audio control on steering wheel
- Rear axle capacity: 5515 lbs.
- Rear spring rating: 5515 lbs.

Exterior: Oxford White
Interior: Pewter
- Brake assistance
- LT 235/65R16 C BSW AS S-rated tires
- Advance Trac w/Roll Stability Control
- Tinted glass
- Bluetooth wireless streaming
- Dual power remote heated mirrors
- 16 x 7 steel wheels
- Driver and front passenger seat mounted side airbags
- Tachometer
- Redlining front bucket seats
- Front axle capacity: 4130 lbs.
- Front spring rating: 4130 lbs.

Selected Options
STANDARD VEHICLE PRICE $33,235.00
Order Code 101A N/C
Monotone Paint Application STD
133" Wheelbase STD
Oxford White N/C
Pewter Cloth Dual Bucket Seats $60.00
Cloth Front Bucket Seats N/C
Pewter N/C
Daytime Running Lights $45.00
Short-Arm Htd Power-Folding Mirrors w/Turn Signals $225.00
Front and Rear Vinyl Floor Covering $245.00
2 Additional Keys (4 Total) $75.00
Radio: AM/FM Stereo w/Single CD/SYNC $765.00
Cruise Control w/Message Center $325.00
Fixed Rear-Door/Fixed Pass-Side Cargo-Door Glass $250.00
Exterior Upgrade Package $360.00
Engine: 3.7L Ti-VCT V6 Included
3.73 Axle Ratio Included
Transmission: 6-Speed Automatic w/OD & SelectShift Included
GVWR: 9,000 lbs Included

Fuel Economy

City N/A  Hwy N/A

---

8.B.c

Packet Pg. 32
### 2018 Transit-250, Low Roof Cargo Van

**Low Roof Cargo Van 129.9" WB Base(R12Z)**

**Price Level**

Price Information

<table>
<thead>
<tr>
<th>Feature</th>
<th>Included</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tires: 235/65R16C AS BSW</td>
<td>Included</td>
</tr>
<tr>
<td>Driver &amp; Passenger Side Thorax Airbags</td>
<td>Included</td>
</tr>
<tr>
<td>Safety Canopy Side-Curtain Airbags</td>
<td>Included</td>
</tr>
<tr>
<td>6 Speakers (4 Front/2 Rear)</td>
<td>Included</td>
</tr>
<tr>
<td>SYNC Communications &amp; Entertainment System</td>
<td>Included</td>
</tr>
<tr>
<td>Leather Wrapped Steering Wheel</td>
<td>Included</td>
</tr>
<tr>
<td>Vinyl Sun Visors</td>
<td>Included</td>
</tr>
<tr>
<td>Wheels: 16&quot; Steel w/Full Silver Cover</td>
<td>Included</td>
</tr>
</tbody>
</table>

**SUBTOTAL**

$35,585.00

**Destination Charge**

$1,395.00

**TOTAL**

$36,080.00

---

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer’s computer system. See salesperson for the most current information.

Prepared for: Du Page Co Public Works

By: THOMAS SULLIVAN    Date: 01/22/2018
### Selected Options

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>MSRP</th>
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<tbody>
<tr>
<td><strong>Base Vehicle</strong></td>
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</tr>
<tr>
<td>R1Z</td>
<td>Base Vehicle Price (R1Z)</td>
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<tr>
<td><strong>Packages</strong></td>
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<td></td>
</tr>
<tr>
<td>101A</td>
<td>Order Code 101A</td>
<td>N/C</td>
</tr>
<tr>
<td></td>
<td>Includes:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>- Engine: 3.7L Ti-VCT V6</td>
<td></td>
</tr>
<tr>
<td></td>
<td>- Includes SEIC capability.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>- 3.73 Axle Ratio</td>
<td></td>
</tr>
<tr>
<td></td>
<td>- Transmission 6-Speed Automatic w/OD &amp; SelectShift</td>
<td></td>
</tr>
<tr>
<td></td>
<td>- GVWR: 9,000 lbs</td>
<td></td>
</tr>
<tr>
<td></td>
<td>- Tires: 235/65R16C AS BSW</td>
<td></td>
</tr>
<tr>
<td></td>
<td>- Wheels: 16&quot; Steel w/Black Center Hubcap</td>
<td></td>
</tr>
<tr>
<td></td>
<td>- Pewter Vinyl Dual Bucket Seats</td>
<td></td>
</tr>
<tr>
<td></td>
<td>- Includes 2-way manual driver and front passenger seats and driver inboard armrest.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>- Driver &amp; Passenger Side Thorax Airbags</td>
<td></td>
</tr>
<tr>
<td></td>
<td>- Safety Canopy Side-Curtain Airbags</td>
<td></td>
</tr>
<tr>
<td></td>
<td>- Vinyl Front Bucket Seats</td>
<td></td>
</tr>
<tr>
<td></td>
<td>- Radio, AM/FM Stereo</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Includes digital clock and audio input jack.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>- 4 Front Speakers</td>
<td></td>
</tr>
<tr>
<td></td>
<td>- No rear speakers.</td>
<td></td>
</tr>
<tr>
<td><strong>Powertrain</strong></td>
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<tr>
<td>99M</td>
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<td>Includes SEIC capability.</td>
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<td>Includes:</td>
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<tr>
<td></td>
<td>- 3.73 Axle Ratio</td>
<td></td>
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<td>446</td>
<td>Transmission: 6-Speed Automatic w/OD &amp; SelectShift</td>
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<td>X73</td>
<td>3.73 Axle Ratio</td>
<td>Included</td>
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<tr>
<td>STDGV</td>
<td>GVWR: 9,000 lbs</td>
<td>Included</td>
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<tr>
<td><strong>Wheels &amp; Tires</strong></td>
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<td></td>
</tr>
<tr>
<td>STDTR</td>
<td>Tires: 235/65R16C AS BSW</td>
<td>Included</td>
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<tr>
<td>64H</td>
<td>Wheels: 16&quot; Steel w/Full Silver Cover</td>
<td>Included</td>
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<tr>
<td><strong>Seats &amp; Seat Trim</strong></td>
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<tr>
<td>21L</td>
<td>Pewter Cloth Dual Bucket Seats</td>
<td>$60.00</td>
</tr>
<tr>
<td></td>
<td>Includes 2-way manual driver and front passenger seats, inboard armrests and driver seat manual lumbar.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Includes:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>- Driver &amp; Passenger Side Thorax Airbags</td>
<td></td>
</tr>
<tr>
<td></td>
<td>- Safety Canopy Side-Curtain Airbags</td>
<td></td>
</tr>
<tr>
<td>C</td>
<td>Cloth Front Bucket Seats</td>
<td>N/C</td>
</tr>
<tr>
<td><strong>Other Options</strong></td>
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<td></td>
</tr>
<tr>
<td>PAINT</td>
<td>Monotone Paint Application</td>
<td>STD</td>
</tr>
</tbody>
</table>

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer’s computer system. See salesperson for the most current information.

Prepared for: Du Page Co Public Works  
By: THOMAS SULLIVAN  
Date: 01/22/2018
### Selected Options (cont'd)

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>MSRP</th>
</tr>
</thead>
<tbody>
<tr>
<td>130WB</td>
<td>130&quot; Wheelbase</td>
<td>STD</td>
</tr>
<tr>
<td>542</td>
<td>Short-Arm Htd Power-Folding Mirrors w/Turn Signals</td>
<td>$225.00</td>
</tr>
<tr>
<td>17B</td>
<td>Fixed Rear-Door/Fixed Pass-Side Cargo-Door Glass</td>
<td>$250.00</td>
</tr>
<tr>
<td></td>
<td><em>Includes steel mesh window guard on 2nd row 60/40 passenger side cargo doors.</em></td>
<td></td>
</tr>
<tr>
<td>86F</td>
<td>2 Additional Keys (4 Total)</td>
<td>$75.00</td>
</tr>
<tr>
<td></td>
<td><em>Includes key fobs.</em></td>
<td></td>
</tr>
<tr>
<td>60C</td>
<td>Cruise Control w/Message Center</td>
<td>$325.00</td>
</tr>
<tr>
<td></td>
<td><em>Includes full trip computer and engine-hour meter.</em></td>
<td></td>
</tr>
<tr>
<td>58X</td>
<td>Radio: AM/FM Stereo w/Single CD/SYNC</td>
<td>$765.00</td>
</tr>
<tr>
<td></td>
<td><em>Includes 4&quot; multi-function display, message center (level 1 instrument cluster) and 6 speakers (4 front/2 rear).</em></td>
<td></td>
</tr>
<tr>
<td></td>
<td><em>Includes:</em></td>
<td></td>
</tr>
<tr>
<td></td>
<td>- 6 Speakers (4 Front/2 Rear)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>- SYNC Communications &amp; Entertainment System</td>
<td></td>
</tr>
<tr>
<td></td>
<td>- Includes 911 Assist, VHR, SYNC Services, AppLink, Bluetooth, steering wheel controls, USB port and auxiliary input jack.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>- Leather-Wrapped Steering Wheel</td>
<td></td>
</tr>
<tr>
<td></td>
<td>- Vinyl Sun Visors</td>
<td></td>
</tr>
<tr>
<td></td>
<td><em>Includes controls for audio and multifunction display.</em></td>
<td></td>
</tr>
<tr>
<td></td>
<td><em>Includes illuminated vanity mirrors.</em></td>
<td></td>
</tr>
<tr>
<td>91G</td>
<td>6 Speakers (4 Front/2 Rear)</td>
<td>Included</td>
</tr>
<tr>
<td>16E</td>
<td>Front and Rear Vinyl Floor Covering</td>
<td>$245.00</td>
</tr>
<tr>
<td></td>
<td><em>Includes wheel well cover and rear/side scuff plates.</em></td>
<td></td>
</tr>
<tr>
<td>18D</td>
<td>Exterior Upgrade Package</td>
<td>$360.00</td>
</tr>
<tr>
<td></td>
<td><em>Includes chrome headlamp trim, chrome grille and grille surround.</em></td>
<td></td>
</tr>
<tr>
<td></td>
<td><em>Includes:</em></td>
<td></td>
</tr>
<tr>
<td></td>
<td>- Wheels: 16&quot; Steel w/Full Silver Cover</td>
<td></td>
</tr>
</tbody>
</table>

### Fleet Options

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>MSRP</th>
</tr>
</thead>
<tbody>
<tr>
<td>942</td>
<td>Daytime Running Lights</td>
<td>$45.00</td>
</tr>
<tr>
<td></td>
<td><strong>REQUIRES valid FIN code.</strong></td>
<td></td>
</tr>
</tbody>
</table>

### Interior Colors

<table>
<thead>
<tr>
<th>Code</th>
<th>Color</th>
<th>MSRP</th>
</tr>
</thead>
<tbody>
<tr>
<td>CK_02</td>
<td>Pewter</td>
<td>N/C</td>
</tr>
</tbody>
</table>

### Primary Colors

<table>
<thead>
<tr>
<th>Code</th>
<th>Color</th>
<th>MSRP</th>
</tr>
</thead>
<tbody>
<tr>
<td>YZ_01</td>
<td>Oxford White</td>
<td>N/C</td>
</tr>
</tbody>
</table>

### Upfit Options

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>MSRP</th>
</tr>
</thead>
<tbody>
<tr>
<td>P-01</td>
<td>Municipal Plates/Title-Shipped</td>
<td>$203.00</td>
</tr>
<tr>
<td>R-001</td>
<td>Rust Proofing and Sound Shield</td>
<td>$395.00</td>
</tr>
<tr>
<td>CD-01</td>
<td>Shop Manual</td>
<td>$325.00</td>
</tr>
</tbody>
</table>

---

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer’s computer system. See salesperson for the most current information.

Prepared for: Du Page Co Public Works  
By: THOMAS SULLIVAN  
Date: 01/22/2018
## Selected Options (cont'd)

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>MSRP</th>
</tr>
</thead>
<tbody>
<tr>
<td>L-0011</td>
<td>4-Corner LED Strobes</td>
<td>$895.00</td>
</tr>
</tbody>
</table>

| SUBTOTAL | $37,403.00 |
| Destination Charge | $1,395.00 |
| TOTAL     | $38,798.00 |
## Warranty - Standard Equipment & Specs

### Warranty

<table>
<thead>
<tr>
<th></th>
<th>Distance</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Basic</strong></td>
<td>36000</td>
<td>months</td>
<td>36</td>
</tr>
<tr>
<td><strong>Powertrain</strong></td>
<td>60000</td>
<td>months</td>
<td>60</td>
</tr>
<tr>
<td><strong>Corrosion Perforation</strong></td>
<td>Unlimited</td>
<td>months</td>
<td>60</td>
</tr>
<tr>
<td><strong>Roadside Assistance</strong></td>
<td>60000</td>
<td>months</td>
<td>60</td>
</tr>
</tbody>
</table>

---

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for: Du Page Co Public Works
By: THOMAS SULLIVAN Date: 01/22/2018
## Pricing - Single Vehicle

### Vehicle Pricing

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Base Vehicle Price</td>
<td>$33,235.00</td>
</tr>
<tr>
<td>Options &amp; Colors</td>
<td>$2,350.00</td>
</tr>
<tr>
<td>Upfitting</td>
<td>$1,818.00</td>
</tr>
<tr>
<td>Destination Charge</td>
<td>$1,395.00</td>
</tr>
</tbody>
</table>

### Discount Adjustments

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Discount</td>
<td>-$12,684.00</td>
</tr>
</tbody>
</table>

**Total** $26,114.00

---

Customer Signature: [Signature]

Acceptance Date: [Date]

---

*Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer’s computer system. See salesperson for the most current information.*

Prepared for: Du Page Co Public Works
By: THOMAS SULLIVAN Date: 01/22/2018
**Purchase Requisition**

**Procurement Services Division**

---

**Send Purchase Order To:**

- **Vendor:** Currie Motors Frankfort, Inc.  
  **Vendor #:**  
  **Attn:** Thomas Sullivan  
  **Email:**  
  **Address:** 9423 W. Lincoln Highway  
  **City:** Frankfort  
  **State:** IL  
  **Zip:** 60423  
  **Phone:** 708-479-1100

**Send Invoices To:**

- **Attn:** Accounts Payable  
  **Email:** pwaccountspayable@dupageco.org

**Send Payments To:**

- **Vendor:** SAME  
  **Vendor #:**  
  **Attn:**  
  **Email:**  
  **Address:**  
  **City:**  
  **State:** IL  
  **Zip:**  
  **Phone:**  
  **Fax:**

**Send Payments To:**

- **Vendor:** SAME  
  **Vendor #:**  
  **Attn:**  
  **Email:**  
  **Address:**  
  **City:**  
  **State:** IL  
  **Zip:**  
  **Phone:**  
  **Fax:**

**Ship To:**

- **Dept:** DuPage County Public Works  
  **Division:**  
  **Attn:** Accounts Payable  
  **Email:** pwaccountspayable@dupageco.org

**Payment Terms**

- F.O.B.  
- PO 20 Delivery Date

**PER 50 ILCS 505/1**

- Use for PO25 only

**Destination**

- Amy Arlowe/Dawn Carbone

---

<table>
<thead>
<tr>
<th>LN</th>
<th>Qty</th>
<th>UOM</th>
<th>Item Detail (Product #)</th>
<th>Description</th>
<th>FY</th>
<th>Dept #</th>
<th>Acctg Unit</th>
<th>Acct #</th>
<th>Sub-Accts and/or Activity #</th>
<th>Unit Price</th>
<th>Extensor</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1</td>
<td>EA</td>
<td>2018 Ford Transit 250 van per SPC Cooperative Contract #150</td>
<td>2018 Ford Transit 250 van per SPC Cooperative Contract #150</td>
<td>2000</td>
<td>2555</td>
<td>54120</td>
<td></td>
<td></td>
<td>26,114.00</td>
<td>26,114</td>
</tr>
</tbody>
</table>

**Requisition Total:** $26,114

---

**Header Comments** (these comments will appear on the PO20 and PO25 Purchase Order):

---

**Special Instructions/Comments to Buyer or Approver** (these comments will NOT appear on the Purchase Order):

---

**User Department Internal Notes** (these comments will NOT appear on the Purchase Order):

---

**Packet Pg. 39**
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 resulting in an aggregate amount at or in excess of $25,000, shall provide to Procurement Services Division a written disclosure of all political campaign contributions made by such contractor, union, or vendor within the current and previous calendar year to any incumbent county board member, county board chairman, or countywide elected official whose office the contract to be awarded will benefit. The contractor, union or vendor shall update such disclosure annually during the term of a multi-year contract and prior to any change order or renewal requiring approval by the county board. For purposes of this disclosure requirement, “contractor or vendor” includes owners, officers, managers, lobbyists, agents, consultants, bond counsel and underwriters counsel, subcontractors and corporate entities under the control of the contracting person, and political action committees to which the contracting person has made contributions.

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

<table>
<thead>
<tr>
<th>Recipient</th>
<th>Donor</th>
<th>Description (e.g. cash, type of item, in-kind services, etc.)</th>
<th>Amount/Value</th>
<th>Date Made</th>
</tr>
</thead>
</table>

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

<table>
<thead>
<tr>
<th>Telephone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Email</td>
</tr>
</tbody>
</table>

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

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

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

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

http://www.dupageco.org/CountyBoard/Policies/

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

Authorized Signature: [signature]

Printed Name: THOMAS SULLIVAN

Title: CAM

Date: Jan 23, 2018

Attach additional sheets if necessary. Sign each sheet and number each page. Page ______ of _______ (total number of pages)
AWARDING RESOLUTION
ISSUED TO F.H. PASCHEN, S.N. NIELSEN & ASSOC. LLC
FOR GENERAL GOVERNMENTAL SERVICES CONTRACTING (GGSC)
FOR ON-CALL REPAIR AND CONSTRUCTION SERVICES FOR COUNTY FACILITIES
FOR FACILITIES MANAGEMENT
(CONTRACT TOTAL AMOUNT: $475,000.00)

WHEREAS, pursuant to 30 ILCS 525 “Government Joint Purchasing Act”, and Village of Lakemoor RFP NO. 17-RFP 512, the County of DuPage will contract with F.H. Paschen, S.N. Nielsen & Assoc. LLC; and

WHEREAS, the Public Works Committee recommends County Board approval for the issuance of a contract purchase order to F.H. Paschen, S.N. Nielsen & Assoc. LLC, for General Governmental Services Contracting (GGSC), for on-call repair and construction services for County facilities, for the period February 14, 2018 through August 20, 2019, for Facilities Management.

NOW, THEREFORE BE IT RESOLVED, that County Contract, covering said General Governmental Services Contracting (GGSC), for on-call repair and construction services for County facilities, for the period February 14, 2018 through August 20, 2019, for Facilities Management, be, and it is hereby approved for issuance of a contract purchase order by the Procurement Division to, F.H. Paschen, S.N. Nielsen & Assoc. LLC, 5515 N. East River Road, Chicago, IL 60656, for a total contract amount not to exceed $475,000.00.

Enacted and approved this 13th day of February, 2018 at Wheaton, Illinois.

______________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

Attest: _________________________________
PAUL HINDS, COUNTY CLERK
## PROCUREMENT REVIEW CHECKLIST

**REQUISITION**
This form must accompany all County Purchase Requisitions.

<table>
<thead>
<tr>
<th>NEW PURCHASE ORDER REQUEST</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>DATE SUBMITTED</strong></td>
</tr>
<tr>
<td>January 23, 2018</td>
</tr>
</tbody>
</table>

| **CONTRACT TOTAL AMOUNT** |  | **SOLICITATION METHOD FOR SOURCE SELECTION** |
|--------------------------|--------------------------|
| $475,000.00 |  | Laura Grobe Completed 01/23/2018 2:04 PM |
|  |  | Tim Harbaugh Completed 01/23/2018 3:10 PM |
|  |  | Nick Kottmeyer Completed 01/23/2018 4:36 PM |
|  |  | Kathy Ostrowski Completed 01/24/2018 8:02 AM |
|  |  | James McGuire Completed 01/30/2018 12:40 PM |
|  |  | Paul Rafac Completed 01/31/2018 7:35 AM |
|  |  | Tom Cuculich Completed 01/31/2018 10:34 AM |
|  |  | Kathy Ostrowski Completed 02/01/2018 2:31 PM |
|  |  | Public Works Committee Pending 02/06/2018 9:15 AM |
|  |  | Finance Committee Pending 02/13/2018 8:00 AM |
|  |  | County Board Pending 02/13/2018 10:00 AM |
**Purchase Requisition**

**Procurement Services Division**

**Date:** Jan 22, 2018

**MinuteTraq (IQM2) ID #:** 11799

**Department Req #:**

**RFP, Bid or Quote #:**

---

### Send Purchase Order To:

- **Vendor:** F.H. Paschen, S.N. Nielsen & Assoc. LLC
- **Vendor #:**
- **Attn:** Anthony Izzi
- **Email:** aizzi@fhpaschen.com
- **Address:** 5515 N. East River Road
- **City:** Chicago
- **State:** IL
- **Zip:** 60656
- **Phone:** 773-444-3474
- **Fax:** 773-444-5399

### Send Invoices To:

- **Vendor:** F.H. Paschen, S.N. Nielsen & Associates LLC of Chicago
- **Vendor #:**
- **Attn:** Email:
- **Address:** Various locations
- **City:** Chicago
- **State:** IL
- **Zip:** 60656
- **Phone:** 630-407-5700
- **Fax:** 630-407-5701

### Send Payments To:

- **Vendor:** F.H. Paschen, S.N. Nielsen & Associates LLC of Chicago
- **Vendor #:**
- **Attn:** Email:
- **Address:** Various locations
- **City:** Chicago
- **State:** IL
- **Zip:** 60656
- **Phone:** 630-407-5700
- **Fax:** 630-407-5701

### Ship To:

- **Dept:** Facilities Management
- **Division:**
- **Attn:** Email:
- **Address:** Various locations
- **City:** Wheaton
- **State:** IL
- **Zip:** 60187
- **Phone:** 630-407-5700
- **Fax:** 630-407-5701

---

### Payment Terms

- **F.O.B.**
- **PO 20 Delivery Date**
- **Requisitioner**
- **Use for** PO25 only

### Use for

- **Contract Administrator**
- **Contract Start Date**
- **Contract End Date**
- **PO25 only**

<table>
<thead>
<tr>
<th>LN</th>
<th>Qty</th>
<th>UOM</th>
<th>Item Detail (Product #)</th>
<th>Description</th>
<th>FY</th>
<th>Dept #</th>
<th>Acctg Unit</th>
<th>Acct #</th>
<th>Sub-Accts and/or Activity #</th>
<th>Unit Price</th>
<th>Extendor</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1</td>
<td>LO</td>
<td>GGSC-Repair &amp; Mtce Facilities</td>
<td>1000</td>
<td>1100</td>
<td>53300</td>
<td>75,000.00</td>
<td>75,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>1</td>
<td>LO</td>
<td>GGSC-FM Infrastructure</td>
<td>6000</td>
<td>1220</td>
<td>54010</td>
<td>400,000.00</td>
<td>400,000</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Requisition Total** $ 475,000

**Header Comments** (these comments will appear on the PO20 and PO25 Purchase Order):

General Governmental Services Contracting (GGSC), for on-call repair and construction services for County facilities

**Special Instructions/Comments to Buyer or Approver** (these comments will **NOT** appear on the Purchase Order):

**User Department Internal Notes** (these comments will **NOT** appear on the Purchase Order):

PW 2/06/18, CB 2/13/18
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: Jan 22, 2018
MinuteTraq (IQM2) ID #: 11799
Department Requisition #: __________________

Requesting Department: Facilities Management
Contact Email: laura.grobe@dupageco.org
Vendor Name: F.H. Paschen, S.N. Nielsen & Assoc. LLC

Department Contact: Laura Grobe
Contact Phone: 407-5665
Vendor #: __________________

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

Recommendation for the approval of a contract purchase order, for General Governmental Services Contracting (GGSC), for on-call repair and construction services for County facilities, for a total contract amount not to exceed $475,000.00.

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

This contract will be used for various projects including, but not limited to, replacement of HVAC coils for the Judicial Office Facility, cell door upgrades for the Jail and to re-insulate hot and chilled water pipes for the Power Plant tunnels, and as needed for County facilities. Under the GGSC concept the contractor furnishes management, labor, materials, equipment and engineering support needed to perform the work. Less than 10% of the annual Facilities Management capital budget is represented over the term of this contract.

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

Repair and construction services are necessary to ensure the infrastructure of the County buildings and to provide facilities that are reliable for proper operation as to not impact the life, health and safety of the employees and public that frequent them.

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

GGSC is a fixed price indefinite-quantity contract which includes a collection of detailed repair and construction tasks and specifications that have established unit prices. F.H. Paschen will provide individual price quotes for work requested by the County. This contract and any work performed related to this contract will be provided in accordance with the terms, conditions and criteria established through Village of Lakemoor RFP NO. 17-RFP-512. Having the option to purchase under a Government Joint Purchasing Act gives the County the flexibility to obtain specific services from previously vetted vendors which reduces lead and down times on critical projects.

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

Staff recommends the approval of a contract purchase order, for General Governmental Services Contracting (GGSC), for on-call repair or construction services for County facilities.
The second option includes sending out to quote or bid, however this is not recommended do to additional time it will take and will not guarantee that a lower price for services will be found.

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.

Monies are budgeted for this contract in:
1000-1100-53300 REPAIR & MTCE FACILITIES
6000-1220-54010 FAC MGMT CTY INFRASTRUCTURE
AGREEMENT

This Agreement is entered into this 21st day of August, 2017, between the Village of Lakemoor, an Illinois Municipal Corporation, with offices at 28581 Route 120, Lakemoor, Illinois 60051 (hereinafter the VILLAGE) and F.H. Paschen, S.N. Nielsen & Associates LLC and licensed to do business in the State of Illinois (hereinafter the CONTRACTOR).

WITNESSETH, that the VILLAGE has determined that it requires General Governmental Services Contracting Services and the CONTRACTOR is in the business of providing these goods and services and is willing to provide same, for and according to the terms and conditions of the attached Request for Proposal No. 17-RFP-512 (hereinafter the RFP).

NOW, THEREFORE, in consideration of the mutual promises delineated in the RFP, the parties agree that:

1. The CONTRACTOR shall perform all of the work, furnish all of the material and labor necessary to complete the aforementioned services.

2. The RFP shall consist of the following listed documents, signed by the proposer where necessary, and which are attached to this Agreement and incorporated herein by reference:

   1. This Agreement
   2. General Terms & Conditions
   3. Scope of Work and Submittal Requirements
   4. Proposal Forms
   5. GGSC General Conditions
   6. Addenda, if any
   7. Technical Specifications
   8. Preset Pricing Index
   9. Supplemental Specifications
   10. Advertisement for proposals
   11. Performance Bond
   12. Affidavit of Compliance
   13. Rider Clause
   14. Bid Bond
   15. Certificates of Insurance

RFP NUMBER: 17-RFP-512

RFP TITLE: General Governmental Services Contracting - 2017
3. This Contract shall be governed by the laws of the State of Illinois both as to interpretation and performance. Venue for any action related to this agreement shall be in the Circuit Court for the 19th Judicial Circuit, Lake County, Illinois.

THE PARTIES TO THIS AGREEMENT by their signatures acknowledge they have read and understand the RFP and this Agreement and intend to be bound by their terms.

VILLAGE OF LAKEMOOR, IL

By: Ryan "Todd" Weiböen, Mayor
Dated: 9/15/2017

ATTEST:
Bonnie Sikora, Village Clerk

CONTRACTOR
F.H. Paschen, S.N. Nielsen & Associates LLC

By:__________________________
Its: Agent/President
Dated: 9/21/17

ATTEST:
Signature on file

ASST. SECRETARY
### Fee Schedule

<table>
<thead>
<tr>
<th>Greater Than</th>
<th>Up to and Including</th>
<th>Fee %</th>
</tr>
</thead>
<tbody>
<tr>
<td>$0</td>
<td>$250,000</td>
<td>5%</td>
</tr>
<tr>
<td>$250,000</td>
<td>$500,000</td>
<td>4%</td>
</tr>
<tr>
<td>$500,000</td>
<td>$1,000,000</td>
<td>3%</td>
</tr>
<tr>
<td>$1,000,000</td>
<td>$2,000,000</td>
<td>2%</td>
</tr>
<tr>
<td>$2,000,000</td>
<td>$3,000,000</td>
<td>1.5%</td>
</tr>
<tr>
<td>$3,000,000</td>
<td>-</td>
<td>1%</td>
</tr>
</tbody>
</table>

### Sample Job Cost

<table>
<thead>
<tr>
<th>Sample Job Cost</th>
<th>Fee %</th>
<th>Fee Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>$250,000</td>
<td>5%</td>
<td>$12,500</td>
</tr>
<tr>
<td>$500,000</td>
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<tr>
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<td>2%</td>
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<tr>
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<td>1.5%</td>
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</tr>
<tr>
<td>$5,000,000</td>
<td>1%</td>
<td>$50,000</td>
</tr>
</tbody>
</table>
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: Dec 27, 2017

Company Name: F.H. Paschen
Contact Phone: 773-444-3474

Company Contact: Anthony Izzl
Contact Email: alzzl@fhpaschen.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 resulting in an aggregate amount at or in excess of $25,000, shall provide to Procurement Services Division a written disclosure of all political campaign contributions made by such contractor, union, or vendor within the current and previous calendar year to any incumbent county board member, county board chairman, or countywide elected official whose office the contract to be awarded will benefit. The contractor, union or vendor shall update such disclosure annually during the term of a multi-year contract and prior to any change order or renewal requiring approval by the county board. For purposes of this disclosure requirement, "contractor or vendor" includes owners, officers, managers, lobbyists, agents, consultants, bond counsel and underwriter counsel, subcontractors and corporate entities under the control of the contracting person, and political action committees to which the contracting person has made contributions.

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.

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

Continuing disclosure is required, and I agree to update this disclosure form as follows: If information changes, within five (5) days of change, or prior to county action, whichever is sooner 30 days prior to the optional renewal of any contract/Annual disclosure for multi-year contracts on the anniversary of said contract/With any request for change order except those issued by the county for administrative adjustments.

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

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

Authorized Signature

Printed Name
Anthony Izzl

Title
Vice President

Date
Dec 27, 2017

Attach additional sheets if necessary. Sign each sheet and number each page.

Packet Pg. 48
Procurement Review Checklist

Procurement Services Division

This form must accompany all Purchase Order Requisitions
Attach Required Vendor Ethics Disclosure Statement

Vendor: F.H. Paschen, S.N. Nielsen & Assoc. LLC
Vendor #: 20753
Contract Term: 2/14/18-8/20/19
Contract Total: $475,000.00

Dept: Facilities Management
Contact: Laura Grobe
Phone: 407-5665

Assigned: PW 2/6/18
Committee: CB 2/13/18

Description of Procurement / Scope of Work / Background
Recommendation for the approval of a contract purchase order, for General Governmental Services Contracting (GGSC), for on-call repair and construction services for County facilities, for a total contract amount not to exceed $475,000.00.

Reason for Procurement
This contract will be used for various projects including, but not limited to, replacement of HVAC coils for the Judicial Office Facility, cell door upgrades for the Jail and to re-insulate hot and chilled water pipes for the Power Plant tunnels, and as needed for County facilities. Under the GGSC concept the contractor furnishes management, labor, materials, equipment and engineering support needed to perform the work.

FUNDING SOURCE
☒ Procurement budgeted for (FY and budget code(s)): 6000-1220-54010, 1000-1100-53300
☐ Budget Transfer (Date) ___________  Add'l Information

DECISION MEMO NOT REQUIRED
☐ LOWEST RESPONSIBLE QUOTE # or BID # ______________________ (QUOTE < $25,000, BID ≥ $25,000; attach Tabulation)
☐ RENEWAL Enter Bid # ______________________  ☐ Intergovernmental Agreement
☐ SOLE SOURCE per DuPage County Purchasing Ordinance, Article 4-102(S) (attach Sole Source Justification form)
☐ PER 55 ILCS 5/5-1022 'Competitive Bids' (d) IT/Telecom purchases under $35,000.00  ☐ Public Utility
☐ PER 55 ILCS 5/5-1022 'Competitive Bids' (c) not suitable for competitive bidding. Explain below:

DECISION MEMO REQUIRED
☒ Cooperative Procurement (DPC4-107) or Government Joint Purchasing Act Procurement (30ILCS525)
☒ Under Government Joint Purchasing Act (30ILCS525) select one below
☐ Other Government Entity
☐ Village of Lakemoor  RFP NO. 17-RFP-512

☐ EXPLANATION OF REQUEST FOR PROPOSAL RFP # ______________________ (Include Evaluation Summary if applicable)
☐ RENEWAL OF RFP # ______________________
☐ PROFESSIONAL SERVICES EXCLUDED per DuPage Ordinance (4-108) and 50 ILCS 510/2 (Architects, Engineers and Land Surveyors)
☐ OTHER PROFESSIONAL SERVICES (detail vetting process on Decision Memo)
☐ REQUEST WAIVER OF COUNTY BID RULES (only allowable to Statutory Limits)
☐ OTHER THAN LOWEST RESPONSIBLE, BID # ______________________

PREPARED BY-AND APPROVAL(S) (Initials Only)

LG  Jan 22, 2018  1/22/2018
Prepared By  Date  Recommended for Approval  Date  IT Approval, if required  Date

REVIEWED BY (Initials Only)

Finance  1/24/18  1-24-18
Procurement Officer  Date

Chief Financial Officer  1-1-18  22-11-1022
(Decision Memos Over $25,000)  Date

Chairman's Office  (Decision Memos Over $25,000)  Date

Packet Pg. 49
Requisition 25k and over
PW-P-0039-18

AWARDING RESOLUTION
ISSUED TO BOB RIDINGS, INC.
TO FURNISH ONE (1) 2018 FORD F350 SUPER CAB 4X4 TRUCK
FOR PUBLIC WORKS
(CONTRACT TOTAL AMOUNT: $48,946.00)

WHEREAS, Section 4.2 of the Governmental Joint Purchasing Act authorizes the County of DuPage to procure personal property, supplies and services under any contract let by the State pursuant to lawful procurement procedures notwithstanding the requirements of Section 5-1022 of the Counties Code; and

WHEREAS, the Public Works Committee recommends County Board approval for the issuance of a contract purchase order to Bob Ridings, Inc., to furnish one (1) 2018 Ford F350 Super Cab 4x4 truck, for Public Works.

NOW, THEREFORE BE IT RESOLVED, that County Contract, covering said to furnish one (1) 2018 Ford F350 Super Cab 4x4 truck, for Public Works, be, and it is hereby approved for issuance of a contract purchase order by the Procurement Division to, Bob Ridings, Inc., 931 Springfield Road, Taylorville, IL 62568, for a total contract amount not to exceed $48,946.00.

Enacted and approved this 13th day of February, 2018 at Wheaton, Illinois.

________________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

Attest: _________________________________
PAUL HINDS, COUNTY CLERK
## PROCUREMENT REVIEW CHECKLIST

**REQUISITION**

This form must accompany all County Purchase Requisitions.

### NEW PURCHASE ORDER REQUEST

<table>
<thead>
<tr>
<th>DATE SUBMITTED</th>
<th>CONTRACT TERM</th>
<th>CONTRACT TOTAL AMOUNT</th>
<th>REQUESTING DEPT.</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 22, 2018</td>
<td>N/A</td>
<td>$48,946.00</td>
<td>PUBLIC WORKS</td>
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</table>

### SOLICITATION METHOD FOR SOURCE SELECTION

**Decision Memo Required**  Per Cooperative Agreement

- Angela Bendinelli  Completed  01/22/2018 3:38 PM
- Nick Kottmeyer  Completed  01/22/2018 4:17 PM
- Kathy Ostrowski  Completed  01/23/2018 12:49 PM
- James McGuire  Completed  01/24/2018 11:11 AM
- Paul Rafac  Completed  01/25/2018 12:17 PM
- Tom Cuculich  Completed  01/25/2018 12:20 PM
- Kathy Ostrowski  Completed  02/01/2018 2:43 PM
- Public Works Committee  Pending  02/06/2018 9:15 AM
- Finance Committee  Pending  02/13/2018 8:00 AM
- County Board  Pending  02/13/2018 10:00 AM
Procurement Review Checklist
Procurement Services Division
This form must accompany all Purchase Order Requisitions
Attach Required Vendor Ethics Disclosure Statement

Vendor: Bob Ridings, Inc.
Vendor #: 11491
Contract Term: N/A
Contract Total: $48,946.00

Dept: Public Works
Contact: Sean Reese
Phone: 630-985-7400
Assigned Committee: Public Works

Description of Procurement/Scope of Work/Background
Furnish one (1) 2018 Ford F350 Super Cab 4x4 truck to the Public Works Department per the State of Illinois Purchase Contract #PSD 4018301 in the amount of $48,946.

Reason for Procurement
This Ford will be used on a daily basis by the Public Works Underground Department and will replace a 1993 Chevy 2500 Pick-up truck that has exceeded its useful life per the County Vehicle Policy.

FUNDING SOURCE
☐ Procurement budgeted for (FY and budget code(s)): 2000-2555-54120

□ Budget Transfer (Date) _______________ Add'l Information

DECISION MEMO NOT REQUIRED
☐ LOWEST RESPONSIBLE QUOTE # or BID # ____________________ (QUOTE < $25,000, BID ≥ $25,000; attach Tabulation)
☐ RENEWAL, Enter Bid # ____________________ □ Intergovernmental Agreement
☐ SOLE SOURCE per DuPage County Purchasing Ordinance, Article 4-102(S) (attach Sole Source Justification form)
☐ PER SS ILCS 5/5-1022 'Competitive Bids' (d) IT/Telecom purchases under $35,000.00 □ Public Utility
☐ PER SS ILCS 5/5-1022 'Competitive Bids' (c) not suitable for competitive bidding. Explain below:

□ Cooperative Procurement (DPC4-107) or Government Joint Purchasing Act Procurement (30ILCS525)
☐ Under Government Joint Purchasing Act (30ILCS525) select one below
  State of Illinois - Master Contracts # #PSD 4018301
  ☐ EXPLANATION OF REQUEST FOR PROPOSAL RFP # ____________________ (include Evaluation Summary if applicable)
  ☐ RENEWAL OF RFP # ____________________
  ☐ PROFESSIONAL SERVICES EXCLUDED per DuPage Ordinance (4-108) and 50 ILCS 510/2 (Architects, Engineers and Land Surveyors)
  ☐ OTHER PROFESSIONAL SERVICES (detail vetting process on Decision Memo)
  ☐ REQUEST WAIVER OF COUNTY BID RULES (only allowable to Statutory Limits)
  ☐ OTHER THAN LOWEST RESPONSIBLE, BID # ____________________

PREPARED BY AND APPROVAL(S) (Initials Only)

Prepared By: ____________________ Date: 1/23/18
Recommended for Approval: ____________________ Date: 1/23/18
IT Approval, if required: ____________________ Date: ____________________

REVIEWED BY (Initials Only)

Buyer: ____________________ Date: 1/24/18
Procurement Officer: ____________________ Date: 1/24/18
Chief Financial Officer (Decision Memos Over $25,000): ____________________ Date: 1/31/18
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: Jan 17, 2018

MinuteTraq (IQM2) ID #: 11809
Department Requisition #: 18213007

Requesting Department: Public Works
Contact Email: Sean.Reese@dupageco.org
Vendor Name: Bob Ridings, Inc.

Department Contact: Sean Reese
Contact Phone: 630-985-7400
Vendor #: 

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

Recommendation for the approval for the purchase of a 2018 Ford F350 Super Cab 4x4 truck to be used by the Public Works Underground Department thru the State of Illinois Purchase Contract #PSD 4018301 in the amount of $48,946.

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

Public Works investigated pricing from multiple sources including local vendors and other cooperative purchasing agreements. The State of Illinois Contract #4018301 was the lowest responsible quote for the new Ford Super Cab.

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

Quality of Life
This vehicle purchase is needed for the daily transportation needs of the Public Works Underground Department. It is used to transport staff, tools and materials that are needed for daily work functions at such locations as well houses, lift stations, treatment plants, collection systems maintenance and distribution system maintenance. This vehicle is also needed for the use of on-call personnel for any after-hours emergency response that may be required.

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

Staff investigated other cooperatives and local dealerships. The State of Illinois Contract #4018301 was the lowest quote.

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

1) Staff recommends securing a contract to purchase a Ford F350 Super Cab from the State of Illinois Contract #4018301. Recommended.
2) The second option includes going out to bid, however this is not recommended.

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.

$48,946 will be removed from line 2000-2555-54120
Bob Ridings Fleet Sales
Todd Crews, Fleet Sales Mgr.
931 Springfield Rd
Taylorville IL 62568
Ph. 217-824-2207 Email toddfleet@aol.com Fax 217-824-4252

Wednesday, January 17, 2018

AMY ARLOWE
DUPAGE COUNTY PUBLIC WORKS
7900 S RT 53
WOODRIDGE, IL 60517

Dear Amy:

Thank you for your inquiry about our Fleet Sales Program, note this proposal is in association with our State of Illinois Purchase Contract # PSD 4016301. We are pleased you are again considering us for your new truck and we can order it as follows. Delivery is estimated in 120 days+ after your order, note THIS PROPOSAL LETTER IS NOT AN ORDER, you must issue a purchase order to confirm, ORDERS DUE BY 2-28-18 or INQUIRE, call if any questions or changes and thanks,

1 2018 Ford F350 SUPER Cab 4x4 Truck Chassis DUAL Rear Wheels
   Includes All Standard XL Pkg Equipment 14,000 GVWR
   Air Conditioning Tilt Wheel AM/FM Upfitter Switch Panel
   SUPER Cab includes flip out rear doors and folding rear seat
   BASE COST $29,465.00
   USE STD 60" Cab/Axle, 40 Gallon Rear Fuel Tank
   USE 6.7 Litre TurboDiesel V8 $7908.00
   ADD
   Cruise Control $215.00
   Power Windows/Locks/Mirrors $885.00
   AM/FM w/CD $265.00
   WITH SYNC Bluetooth $350.00
   Electric Shift on the Fly 4x4 $185.00
   4.10 Limited Slip Axle $330.00
   All Terrain Tires $155.00
   ADD SPARE TIRE $350.00
   Snowplow Prep Pkg NOT Ordered, NOT Approved for Snowplow
   4x4 Skid Plate $100.00
   Engine Block Heater $85.00
   Daytime Running Lights $45.00
   Factory Backup Alarm $130.00
   Built in Factory Trailer Brake $249.00
   Manual Operator Regen $250.00
   Extra HD Alternators $115.00
   EXTRA Program Key NO Remote $50.00
   Factory CD Service Manual $225.00
   Factory Black Running Boards $425.00
   Undercoat $299.00
   KNAPEHIDE 9ft Service Body Pkg $5985.00
   Class IV Hitch Receiver $450.00
   Delivery to your Location $275.00
   New Municipal Lic & Title $155.00
   (Z1) White Ext. (AS) Med Gray VINYL 40/20/40 Split Seat, Full Vinyl Floor Covering
   YOUR COST; P/O # Pending $48,946.00

NOTE if this outline is incorrect in any way please call me IMMEDIATELY to correct it. Please contact me with any questions and thanks for your business!

Sincerely,
Todd Crews
Fleet Sales Manager
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<th>UOM</th>
<th>Item Detail (Product #)</th>
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<th>Dept #</th>
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<td>2555</td>
<td>54120</td>
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<td>48,946.00</td>
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**Requisition Total**: $48,946

**Header Comments**: (these comments will appear on the PO20 and PO25 Purchase Order):

**Special Instructions/Comments to Buyer or Approver**: (these comments will NOT appear on the Purchase Order):

**User Department Internal Notes**: (these comments will NOT appear on the Purchase Order):

---

**Send Purchase Order To:**
- **Vendor**: Bob Ridings Inc.
- **Vendor #**: 
- **Attn**: Todd Crews
- **Email**: toddfleet@aol.com
- **Address**: 931 Springfield Road
- **City**: Taylorville
- **State**: IL
- **Zip**: 62568
- **Phone**: 217-824-2207
- **Fax**: 217-824-4252

**Send Invoices To:**
- **Dept**: DuPage County Public Works
- **Division**: 
- **Attn**: Accounts Payable
- **Email**: pwaccountspayable@dupageco.org
- **Address**: 7900 S. Route 53
- **City**: Woodridge
- **State**: IL
- **Zip**: 60517
- **Phone**: 630-985-7400
- **Fax**: 630-985-4802

**Send Payments To**
- **Vendor**: SAME
- **Attn**: 
- **Email**: 
- **Address**: 
- **City**: 
- **State**: IL
- **Zip**: 
- **Phone**: 
- **Fax**: 

**Ship To**
- **Dept**: SAME
- **Division**: 
- **Attn**: 
- **Email**: 
- **Address**: 
- **City**: 
- **State**: IL
- **Zip**: 
- **Phone**: 
- **Fax**:

**Payment Terms**: F.O.B.

**F.O.B.**

**PO 20 Delivery Date**: 

**Destination**: 

**Requisitioner**: Amy Arlowe/Dawn Carbone

**Use for**

**PO25 only**
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 resulting in an aggregate amount at or in excess of $25,000, shall provide to Procurement Services Division a written disclosure of all political campaign contributions made by such contractor, union, or vendor within the current and previous calendar year to any incumbent county board member, county board chairman, or countywide elected official whose office the contract to be awarded will benefit. The contractor, union or vendor shall update such disclosure annually during the term of a multi-year contract and prior to any change order or renewal requiring approval by the county board. For purposes of this disclosure requirement, "contractor or vendor" includes owners, officers, managers, lobbyists, agents, consultants, bond counsel and underwriters counsel, subcontractors and corporate entities under the control of the contracting person, and political action committees to which the contracting person has made contributions.

<table>
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<tr>
<th>Recipient</th>
<th>Donor</th>
<th>Description (e.g. cash, type of item, in-kind services, etc.)</th>
<th>Amount/Value</th>
<th>Date Made</th>
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</thead>
</table>

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.

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

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

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

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

Authorized Signature

Printed Name

Title

Date

Attach additional sheets if necessary. Sign each sheet and number each page. Page of (total number of pages)
AWARDING RESOLUTION
ISSUED TO TRANE U.S. INCORPORATED
TO PROVIDE AN ADAPTIVIEW CONTROL PANEL UPGRADE
FOR CHILLER #3 AT THE POWER PLANT
FOR FACILITIES MANAGEMENT
(CONTRACT TOTAL AMOUNT: $60,000.00)

WHEREAS, pursuant to the Intergovernmental Agreement between the County of DuPage and U.S. Communities, the County of DuPage will contract with Trane U.S. Incorporated; and

WHEREAS, the Public Works Committee recommends County Board Approval for the issuance of a contract purchase order, to provide an AdaptiView Control Panel Upgrade for chiller #3 at the Power Plant, for the period February 14, 2018 through November 30, 2018, for Facilities Management.

NOW, THEREFORE BE IT RESOLVED, that County Contract, covering said, to provide an AdaptiView Control Panel Upgrade for chiller #3 at the Power Plant, for the period February 14, 2018 through November 30, 2018, for Facilities Management, be, and it is hereby approved for issuance of a contract purchase order by the Procurement Division, to Trane U.S. Incorporated, 7100 Madison Street, Willowbrook, IL 60527, for a contract total amount not to exceed $60,000.00.

Enacted and approved this 13th day of February, 2018 at Wheaton, Illinois.

________________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

Attest: _________________________________
PAUL HINDS, COUNTY CLERK
### PROCUREMENT REVIEW CHECKLIST

**REQUISITION**

This form must accompany all County Purchase Requisitions.

### NEW PURCHASE ORDER REQUEST

<table>
<thead>
<tr>
<th>DATE SUBMITTED</th>
<th>CONTRACT TERM</th>
<th>CONTRACT TOTAL AMOUNT</th>
<th>REQUESTING DEPT.</th>
<th>FACILITIES MANAGEMENT</th>
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<td>FEBRUARY 14, 2018 THROUGH NOVEMBER 30, 2018</td>
<td>$60,000.00</td>
<td>FACILITIES MANAGEMENT</td>
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</table>

### SOLICITATION METHOD FOR SOURCE SELECTION

**Decision Memo Required**  Per Cooperative Agreement

- Laura Grobe: Completed 01/24/2018 10:09 AM
- Tim Harbaugh: Completed 01/25/2018 8:34 AM
- Nick Kottmeyer: Completed 01/26/2018 9:06 AM
- Kathy Ostrowski: Completed 01/26/2018 9:12 AM
- Jennifer A. Sinn: Completed 01/26/2018 3:52 PM
- James McGuire: Completed 01/31/2018 8:43 AM
- Paul Rafac: Completed 01/31/2018 9:21 AM
- Tom Cuculich: Completed 01/31/2018 10:21 AM
- Kathy Ostrowski: Completed 02/01/2018 2:58 PM
- Public Works Committee: Pending 02/06/2018 9:15 AM
- Finance Committee: Pending 02/13/2018 8:00 AM
- County Board: Pending 02/13/2018 10:00 AM
**Purchase Requisition**  
**Procurement Services Division**

<table>
<thead>
<tr>
<th>Send Purchase Order To:</th>
<th>Send Invoices To:</th>
<th>Send Payments To:</th>
<th>Ship To:</th>
</tr>
</thead>
</table>
| **Vendor:** Trane U.S. Incorporated  
**Vendor #:** 10180 | **Dept:** Facilities Management  
**Division:** | **Vendor:** Trane U.S. Incorporated  
**Vendor #:** 10180 | **Dept:** Facilities Management  
**Division:** |
| **Attn:** Jason Jellison  
**Email:** jason.jellison@trane.com | **Attn:** Tim Harbaugh  
**Email:** mary.ventrella@dupageco.org | **Attn:**  
**Email:** | **Attn:** Dan Baran  
**Email:** dan.baran@dupageco.org |
| **Address:** 7100 Madison St. | **Address:** 421 N. County Farm Road  
**Room:** 2-700 | **Address:** PO Box 98167  
**Zip:** 60693 | **Address:** 410 N. County Farm Road  
**State:** IL  
**Zip:** 60187 |
| **City:** Willowbrook  
**State:** IL  
**Zip:** 60527-5505 | **City:** Wheaton  
**State:** IL  
**Zip:** 60187 | **City:** Chicago  
**State:** IL  
**Zip:** 60693 | **City:** Wheaton  
**State:** IL  
**Zip:** 60187 |
| **Phone:** 630-734-6150 | **Phone:** 630-407-5700  
**Fax:** 630-407-5701 | **Phone:** 630-407-2687 | **Fax:** 630-407-2687 |

**Payment Terms**  
**F.O.B.**  
**PO 20 Delivery Date**  
**Requisitioner**

<table>
<thead>
<tr>
<th>Use for PO25 only</th>
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</table>
| **Contract Administrator**  
**Destination** | **Contract Start Date**  
**Contract End Date**  
**Requisitioner** |
| Mary Ventrela | Feb 14, 2018  
Nov 30, 2018  
Mary Ventrela |

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<th>Description</th>
<th>FY</th>
<th>Dept #</th>
<th>Acctg Unit</th>
<th>Acct #</th>
<th>Sub-Accts and/or Activity #</th>
<th>Unit Price</th>
<th>Extensor</th>
</tr>
</thead>
<tbody>
<tr>
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<td>EA</td>
<td>AdaptiView Chiller Control Panel Upgrade</td>
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<td></td>
<td></td>
<td>60,000.00</td>
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**Requisition Total** $60,000

**Header Comments** (these comments will appear on the PO20 and PO25 Purchase Order):

Provide and AdaptiView Control Panel Upgrade for chiller #3 at the Power Plant.

**Special Instructions/Comments to Buyer or Approver** (these comments will NOT appear on the Purchase Order):

**User Department Internal Notes** (these comments will NOT appear on the Purchase Order):

Public Works Committee: 02/06/18  
County Board: 02/13/18  
Job #1800703
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: Jan 19, 2018

MinuteTraq (IQM2) ID #: 11800

Department Requisition #: 

Requesting Department: Facilities Management

Contact Email: dan.baran@dupageco.org

Vendor Name: Trane U.S. Incorporated

Department Contact: Dan Baran

Contact Phone: 630-407-2687

Vendor #: 101800

---

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

Recommendation for the approval of a contract purchase order to provide an AdaptiView Control Panel Upgrade for chiller #3 at the Power Plant, for Facilities Management, for a total contract amount not to exceed $60,000.00.

---

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

This contract is to upgrade (retrofit/purge) the obsolete control panel on our #3 water chiller that provides cooling to the campus buildings. The technology in the current control panel dates back to the original purchase in 1999 and the factory has ceased to support this technology as of 2015. Parts are no longer available for repair if a breakdown occurs and would leave us unable to properly cool the campus buildings.

---

**Strategic Impact**

Quality of Life

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

By upgrading the control panel, this will ensure we have the latest technology to reliably and efficiently operate our chiller. This project will allow us to avoid the potential closing of buildings, which will suspend day to day operation of County business due to improper cooling.

---

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

Trane holds U.S. Communities Contract #15-JLP-023 for HVAC products, installation, services and related products and services; any work performed will be provided in accordance with the terms, conditions and criteria established through this contract. Having the option to purchase through a Cooperative Procurement gives the County the flexibility to obtain specific services from previously vetted vendors which reduces lead and down times on critical projects.

---

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

1. Staff recommends securing a contract to purchase items with Trane U.S. Incorporated through U.S. Communities contract #15-JLP-023. Having the option to purchase items through a cooperative purchasing agreement gives staff the flexibility to obtain specific materials from previously vetted vendors which reduces lead and down times on critical projects.

2. The second option includes sending out to quote or bid, however this is not recommended do to additional time it will take and will not guarantee that a lower price for services will be found.

---

**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.

Monies are budgeted for FY18 - 6000-1220-54010
Trane Contract

HVAC Products, Installation, Services and Related Products and Services

Lead Agency:
Harford County Public Schools, MD

Contract Number:
15-JLP-023

3 year initial term. October 1, 2015 through September 30, 2018
Option to renew for (2) additional (2) year periods

Contract Updates
Harford County Public Schools Contract Information added on August 8, 2017

Postings
Number of suppliers who responded to RFP: 1

Posting Information:  
U.S. Communities: Current Solicitations  
Onvia DemandStar  
Harford County Public Schools  
Canadian MERX Public Tenders  
State of Hawaii and Oregon  
Oregon Association of Counties  

Date Posted:  
June 11, 2015-August 13, 2015  
June 11, 2015-August 13, 2015  
June 11, 2015-August 13, 2015  
June 11, 2015-August 13, 2015  
June 11, 2015-August 13, 2015  
June 11, 2015-August 13, 2015  

Contract Documents:
- Trane Contract 15-JLP-023
- Parts Pricing
- Harford County Public Schools Contact Information
- Pricing Clarification

RFP Documents:
- RFP 15-JLP-023
- RFP 15-JLP-023 Addendum 1
- RFP 15-JLP-023 Addendum 2
- RFP 15-JLP-023 Addendum 3
- RFP 15-JLP-023 Postings
Procurement Review Checklist
Procurement Services Division
This form must accompany all Purchase Order Requisitions
Attach Required Vendor Ethics Disclosure Statement

<table>
<thead>
<tr>
<th>Vendor:</th>
<th>Trane U.S. Incorporated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vendor #:</td>
<td>10180</td>
</tr>
<tr>
<td>Dept:</td>
<td>Facilities Management</td>
</tr>
<tr>
<td>Contact:</td>
<td>Tim Harbaugh</td>
</tr>
<tr>
<td>Phone:</td>
<td>630-407-5700</td>
</tr>
<tr>
<td>Contract 02/14/18 through 11/30/18</td>
<td></td>
</tr>
<tr>
<td>Contract Total:</td>
<td>$60,000.00</td>
</tr>
<tr>
<td>Assigned Committee:</td>
<td>County Board: 02/13/18</td>
</tr>
</tbody>
</table>

Description of Procurement/Scope of Work/Background
Recommendation for the approval of a contract purchase order to provide an AdaptiView Control Panel Upgrade for chiller #3 at the Power Plant, for Facilities Management, for a total contract amount not to exceed $60,000.00, per US Communities cooperative purchasing agreement pricing, in compliance with 30 ILCS 525/2 "Governmental Joint Purchasing Act". Job #1800703

Reason for Procurement
Existing control panel is obsolete and is not supported anymore.

FUNDING SOURCE
- Procurement budgeted for (FY and budget code(s)): 6000-1220-54010
- Budget Transfer (Date) __________ Add'l Information __________

DECISION MEMO NOT REQUIRED
- LOWEST RESPONSIBLE QUOTE # or BID # __________ (QUOTE < $25,000, BID ≥ $25,000; attach Tabulation)
- RENEWAL, Enter BID # __________ Intergovernmental Agreement
- SOLE SOURCE per DuPage County Purchasing Ordinance, Article 4-102(5) (attach Sole Source Justification form)
- PER 55 ILCS 5/5-1022 'Competitive Bids' (d) IT/Telecom purchases under $35,000.00 [ ] Public Utility
- PER 55 ILCS 5/5-1022 'Competitive Bids' (c) not suitable for competitive bidding. Explain below:

DECISION MEMO REQUIRED
- Cooperative Procurement (DPC4-107) or Government Joint Purchasing Act Procurement (30ILCS525)
- Per Coop (DPC4-107) select one below
- U.S. Communities # __________ 15-JLP-023
- EXPLANATION OF REQUEST FOR PROPOSAL RFP # __________ (include Evaluation Summary if applicable)
- RENEWAL OF RFP # __________
- PROFESSIONAL SERVICES EXCLUDED per DuPage Ordinance (4-108) and 50 ILCS 510/2 (Architects, Engineers and Land Surveyors)
- OTHER PROFESSIONAL SERVICES (detail vetting process on Decision Memo)
- REQUEST WAIVER OF COUNTY BID RULES (only allowable to Statutory Limits)
- OTHER THAN LOWEST RESPONSIBLE, BID # __________

PREPARED BY AND APPROVAL(S) (Initials Only)

<table>
<thead>
<tr>
<th>Prepared By</th>
<th>Jan 18, 2018</th>
</tr>
</thead>
</table>

Recommended for Approval | 1-23-2018 |

REVIEWED BY (Initials Only)

<table>
<thead>
<tr>
<th>Buyer</th>
<th>1-31-18</th>
</tr>
</thead>
</table>

Procurement Officer | 1-31-18 |

Chief Financial Officer (Decision Memos Over $25,000) | 1-31-18 |

Chairman's Office (Decision Memos Over $25,000) | 1-31-18 |

Rev 1.8
Packet Pg. 62
# 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:** Jan 23, 2018

**Bid/Contract/PO #:**

<table>
<thead>
<tr>
<th>Company Name: Trane U.S. Inc.</th>
<th>Company Contact: Edward Harding</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact Phone: 630-734-6165</td>
<td>Contact Email: <a href="mailto:etharding@trane.com">etharding@trane.com</a></td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Add Line</th>
<th>Recipient</th>
<th>Donor</th>
<th>Description (e.g. cash, type of item, in-kind services, etc.)</th>
<th>Amount/Value</th>
<th>Date Made</th>
</tr>
</thead>
<tbody>
<tr>
<td>x</td>
<td><strong>NONE</strong> (check here) - If no contributions have been made</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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.

<table>
<thead>
<tr>
<th>Add Line</th>
<th>Lobbyists, Agents and Representatives and all individuals who are or will have contact with county officers or employees in relation to the contract or bid</th>
<th>Telephone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>x</td>
<td><strong>NONE</strong> (check here) - If no contacts have been made</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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

Continuing disclosure is required, and I agree to update this disclosure form as follows: If information changes, within five (5) days of change, or prior to county action, whichever is sooner: 30 days prior to the optional renewal of any contract; Annual disclosure for multi-year contracts on the anniversary of said contract; With any request for change order except those issued by the county for administrative adjustments.

The full text for the county’s ethics and procurement policies and ordinances are available at: [http://www.dupageco.org/CountyBoard/Policies/](http://www.dupageco.org/CountyBoard/Policies/)

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

**Authorized Signature**

**Printed Name:** Edward Harding

**Title:** Sales Leader

**Date:** Jan 23, 2018

Attach additional sheets if necessary. Sign each sheet and number each page. Page 1 of 1 (total number of pages)
AWARDING RESOLUTION
ISSUED TO WEATHERPROOFING TECHNOLOGIES, INC.
TO PROVIDE ROOF INSPECTION, PREVENTIVE MAINTENANCE,
AND MINOR REPAIR AS NEEDED FOR CAMPUS ROOFS
FOR FACILITIES MANAGEMENT
(CONTRACT TOTAL AMOUNT: $122,718.82)

WHEREAS, pursuant to Intergovernmental Agreement between the County of DuPage and National Intergovernmental Purchasing Alliance (National IPA), the County of DuPage will contract with Weatherproofing Technologies, Inc.; and

WHEREAS, the Public Works Committee recommends County Board approval for the issuance of a contract purchase order to Weatherproofing Technologies, Inc., to provide roof inspection, preventive maintenance and minor repair, as needed for campus roofs, for the period February 14, 2018 through February 28, 2019, for Facilities Management.

NOW, THEREFORE BE IT RESOLVED, that County Contract, covering said to provide roof inspection, preventive maintenance and minor repair, as needed for campus roofs, for the period February 14, 2018 through February 28, 2019, for Facilities Management, be, and it is hereby approved for issuance of a contract purchase order by the Procurement Division to, Weatherproofing Technologies, Inc., 3735 Green Road, Beachwood, OH 44122, for a total contract amount not to exceed $122,718.82.

Enacted and approved this 13th day of February, 2018 at Wheaton, Illinois.

________________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

Attest: _________________________________
PAUL HINDS, COUNTY CLERK
PROCUREMENT REVIEW CHECKLIST
REQUISITION
This form must accompany all County Purchase Requisitions.

NEW PURCHASE ORDER REQUEST

<table>
<thead>
<tr>
<th>DATE SUBMITTED</th>
<th>CONTRACT TOTAL AMOUNT</th>
<th>CONTRACT TERM</th>
<th>REQUESTING DEPT.</th>
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<tbody>
<tr>
<td>January 16, 2018</td>
<td>$122,718.82</td>
<td>FEBRUARY 14, 2018 THROUGH FEBRUARY 28, 2019</td>
<td>FACILITIES MANAGEMENT</td>
</tr>
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</table>

SOLICITATION METHOD FOR SOURCE SELECTION

**Decision Memo Required**  Per Cooperative Agreement

<table>
<thead>
<tr>
<th>Name</th>
<th>Status</th>
<th>Completed Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Laura Grobe</td>
<td>Completed</td>
<td>01/16/2018 3:09 PM</td>
</tr>
<tr>
<td>Tim Harbaugh</td>
<td>Completed</td>
<td>01/16/2018 3:12 PM</td>
</tr>
<tr>
<td>Nick Kottmeyer</td>
<td>Completed</td>
<td>01/17/2018 8:23 AM</td>
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<tr>
<td>Kathy Ostrowski</td>
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<tr>
<td>James McGuire</td>
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<td>Paul Rafac</td>
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<td>01/31/2018 8:00 AM</td>
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<tr>
<td>Tom Cuculich</td>
<td>Completed</td>
<td>01/31/2018 10:34 AM</td>
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<tr>
<td>Kathy Ostrowski</td>
<td>Completed</td>
<td>02/01/2018 2:51 PM</td>
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<tr>
<td>Public Works Committee</td>
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<tr>
<td>Finance Committee</td>
<td>Pending</td>
<td>02/13/2018 8:00 AM</td>
</tr>
<tr>
<td>County Board</td>
<td>Pending</td>
<td>02/13/2018 10:00 AM</td>
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</tbody>
</table>
**Send Purchase Order To:**

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Weatherproofing Technologies, Inc.</th>
<th>Vendor #: 13081</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attn</td>
<td>John Momper</td>
<td>Email: <a href="mailto:jmomper@tremcoinc.com">jmomper@tremcoinc.com</a></td>
</tr>
<tr>
<td>Address</td>
<td>3735 Green Road</td>
<td>City: Beachwood State: OH Zip: 44122</td>
</tr>
<tr>
<td>Phone</td>
<td>630-514-4714</td>
<td>Phone: 630-407-5700</td>
</tr>
</tbody>
</table>

**Send Invoices To:**

| Dept: Facilities Management | Division: |
| Attn: Tim Harbaugh | Email: laura.grobe@dupageco.org |
| Address: 421 N. County Farm Road | Room: 2-700 |
| City: Wheaton State: IL Zip: 60187 |
| Phone: 630-407-5700 |

**Send Payments To:**

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Tremco/Weatherproofing Technologies, Inc.</th>
<th>Vendor #: 13081</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attn</td>
<td></td>
<td>Email:</td>
</tr>
<tr>
<td>Address</td>
<td>P.O. Box 931111</td>
<td>City: Cleveland State: NE Zip: 44193-0511</td>
</tr>
<tr>
<td>Phone</td>
<td></td>
<td>Phone: 630-675-1054</td>
</tr>
</tbody>
</table>

**Ship To:**

| Dept: Facilities Management | Division: |
| Attn: Tom Kuhn | Email: tom.kuhn@dupageco.org |
| Address: Various Room: 2-700 | Phone: 630-675-1054 |

**Payment Terms**

F.O.B. PO 20 Delivery Date Requisitioner

<table>
<thead>
<tr>
<th>Use for</th>
<th>Contract Administrator</th>
<th>Contract Start Date</th>
<th>Contract End Date</th>
<th>Use for</th>
</tr>
</thead>
<tbody>
<tr>
<td>PO25 only</td>
<td>Laura Grobe</td>
<td>Feb 14, 2018</td>
<td>Feb 28, 2019</td>
<td>PO25 only</td>
</tr>
</tbody>
</table>

**Header Comments** (these comments will appear on the PO20 and PO25 Purchase Order):

Inspection, Preventive Maintenance and Minor Repair as needed for campus roofs.

**Special Instructions/Comments to Buyer or Approver** (these comments will NOT appear on the Purchase Order):

Job #1800500

**User Department Internal Notes** (these comments will NOT appear on the Purchase Order):

PW 2/06/18, CB 2/13/18
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: Jan 12, 2018

MinuteTraq (IQM2) ID #: 11746

Department Requisition #: ______________

Requesting Department: Facilities Management

Department Contact: Tom Kuhn

Contact Email: tom.kuhn@dupageco.org

Contact Phone: 407-5673

Vendor Name: Weatherproofing Technologies, Inc.

Vendor #: 13081

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

Recommendation for the approval of a contract purchase order to Weatherproofing Technologies Inc., for roof inspection, preventive maintenance and minor repair as needed for campus roofs, for a contract total amount not to exceed $122,718.82.

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

Annual standard roofing housekeeping, maintenance and inspections are necessary for campus roofs; these provide the data to analyze conditions, budget for restoration or replacement and to qualify new roofing warranties. There are approximately 665,396 square feet of roofing on campus facilities in 189 different roof areas that need to be maintained to protect $15M worth of roof assets. A consistent roof maintenance program will assist with extending the life of existing roofs through timely inspections and preventive maintenance.

Strategic Impact

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

The data collected during the roof inspection process is formatted into a retrievable database on an external server and helps establish budgetary numbers for future capital expenses. Weatherproofing Technologies, Inc. has provided professional roof inspection services for DuPage County in the past and has an established database for the DuPage County campus.

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

Tremco Incorporated and its affiliate WTI (Weatherproofing Technologies, Inc.) provide access to an exceptional range of roofing components and services that can extend a roofs service life, reducing life cycle costs while improving performance. This contract and any work performed related to this contract will be provided in accordance with the terms, conditions and criteria established through National IPA/TCPN Contract #R132205. Having the option to purchase through a cooperative purchasing agreement gives the County the flexibility to obtain specific services from previously vetted vendors which reduces lead and down times on critical projects.

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

Staff recommends the approval of a contract purchase order to Weatherproofing Technologies Inc., for roof inspection, preventive maintenance and minor repair as needed for campus roofs to extend the life cycle of existing roof systems at the DuPage County Campus.

Do not approve a contract and let the roof systems warranties expire and have the roofs fall into disrepair.

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.

Monies are budgeted for this contract in 1000-1100-53300 REPAIR & MTCE FACILITIES
August 30, 2017

Ms. Jane Krivos
Director of Cooperative Programs
Tremco Incorporated
jkrivos@tremcoinc.com
3735 Green Road
Beachwood, OH 44122

Re: Renewal Award of Contract #R132205

Dear Ms. Krivos:

Per official action taken by the Board of Directors of Education Service Center, Region 4 on June 20, 2017, National IPA is pleased to announce that Tremco Incorporated has been awarded an annual contract renewal for the following, based on the sealed proposal submitted to Region 4 on October 28, 2013, and subsequent performance thereafter:

**Contract**

Roofing Products and Services

The contract will expire on February 28, 2019, completing the fifth and final year of a five-year term contract. If you have any questions or if your company is not in agreement, please contact your designated Contract Manager, Clint Pechacek, at 713-554-7349 or clint.pechacek@nationalipa.org.

The partnership between Tremco Incorporated and Region 4 can be of great help to participating agencies. Please provide copies of this letter to your sales representative(s) to assist in their daily course of business.

Sincerely,

*Kelly Burnett*

Kelly Burnett
Contract Analyst
<table>
<thead>
<tr>
<th>Line Item #</th>
<th>Description</th>
<th>Unit of Measure</th>
<th>New Price</th>
<th>Quantity</th>
<th>Project Amount</th>
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<tbody>
<tr>
<td>46c</td>
<td>Non destructive roof scan, up to 50,000 sq ft, full service each</td>
<td>Each</td>
<td>$2,210.57</td>
<td>1</td>
<td>$2,210.57</td>
</tr>
<tr>
<td>46d</td>
<td>Additional foot over 50,000 sq ft</td>
<td>SF</td>
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<td>30,000</td>
<td>$900.00</td>
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<td>47</td>
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<td>Cost per Sq.ft. per year per location if greater than 20,000</td>
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<td>Day</td>
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<tr>
<th>TOTAL PROJECT COST</th>
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</table>
**Procurement Review Checklist**

**Procurement Services Division**

This form must accompany all Purchase Order Requisitions

Attach Required Vendor Ethics Disclosure Statement

---

**Vendor:** Weatherproofing Technologies, Inc. **Vendor #:** 13081

**Contract Term:** 2/14/18 - 2/28/19 **Contract Total:** $122,718.82

**Dept:** Facilities Management **Contact:** Tom Kuhn **Phone:** 407-5673

**Assigned:** PW 2/6/18 **Committee:** CB 2/13/18

---

**Description of Procurement/Scope of Work/Background:**

Recommendation for the approval of a contract purchase order to Weatherproofing Technologies Inc., for roof inspection, preventive maintenance and minor repair as needed for campus roofs, for a contract total amount not to exceed $122,718.82.

**Reason for Procurement:**

Annual standard roofing housekeeping, maintenance and inspections are necessary for campus roofs; these provide the data to analyze conditions, budget for restoration or replacement and to qualify new roofing warranties. There are approximately 665,396 square feet of roofing on campus facilities in 189 different roof areas that need to be maintained to protect $15M worth of roof assets. A consistent roof maintenance program will assist with extending the life of existing roofs through timely inspections and preventive maintenance.

---

**FUNDING SOURCE**

- [ ] Procurement budgeted for (FY and budget code(s)): 1000-1100-53300
- [ ] Budget Transfer (Date) ____________ Add'l Information ____________

---

**DECISION MEMO NOT REQUIRED**

- [ ] LOWEST RESPONSIBLE QUOTE # or BID # ____________________________ (QUOTE <$25,000, BID ≥ $25,000; attach Tabulation)
- [ ] RENEWAL, Enter Bid # ____________________________
- [ ] Intergovernmental Agreement
- [ ] SOLE SOURCE per DuPage County Purchasing Ordinance, Article 4-102(S) (attach Sole Source Justification form)
- [ ] PER 55 ILCS 5/5-1022 'Competitive Bids' (d) IT/Telecom purchases under $35,000.00
- [ ] Public Utility
- [ ] PER 55 ILCS 5/5-1022 'Competitive Bids' (c) not suitable for competitive bidding. Explain below:

---

**DECISION MEMO REQUIRED**

- [ ] Cooperative Procurement (DPC4-107) or Government Joint Purchasing Act Procurement (30ILCS525)
- [x] Per Coop (DPC4-107) select one below

**National IPA/TPCM #**

R132205

- [ ] EXPLANATION OF REQUEST FOR PROPOSAL RFP # ____________________________ (include Evaluation Summary if applicable)
- [ ] RENEWAL OF RFP # ____________________________
- [ ] PROFESSIONAL SERVICES EXCLUDED per DuPage Ordinance (4-108) and 50 ILCS 510/2 (Architects, Engineers and Land Surveyors)
- [ ] OTHER PROFESSIONAL SERVICES (detail vetting process on Decision Memo)
- [ ] REQUEST WAIVER OF COUNTY BID RULES (only allowable to Statutory Limits)
- [ ] OTHER THAN LOWEST RESPONSIBLE, BID # ____________________________

---

**PREPARED BY AND APPROVAL(S) (Initials Only)**

- [ ] LG Jan 12, 2018
- [ ] Recommended for Approval 1/16/2018
- [ ] It Approval, if required Date

**REVIEWED BY (Initials Only)**

FINANCE 1/18/18

- [ ] Buyer 1/18/18
- [ ] Procurement Officer 1/18/18
- [ ] Chief Financial Officer (Decision Memos Over $25,000) 1/18/18
- [ ] Chairman's Office (Decision Memos Over $25,000) 1/18/18

---

**Attachment:** WTI - Checklist (FM-P-0041-18 : FM Weatherproofing Technologies, Inc. - Roof Maintenance & Repair)
Required Vendor Ethics Disclosure Statement

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

<table>
<thead>
<tr>
<th>Company Name:</th>
<th>Toremco, Inc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact Phone:</td>
<td>630-547-4747</td>
</tr>
<tr>
<td>Company Contact:</td>
<td>John Womper</td>
</tr>
<tr>
<td>Contact Email:</td>
<td><a href="mailto:jwomper@toremco.com">jwomper@toremco.com</a></td>
</tr>
</tbody>
</table>

Date: 1/14/17

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

<table>
<thead>
<tr>
<th>Recipient</th>
<th>Donor</th>
<th>Description (e.g. cash, type of item, in-kind services, etc.)</th>
<th>Amount/Value</th>
<th>Date Made</th>
</tr>
</thead>
</table>

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.

<table>
<thead>
<tr>
<th>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</th>
<th>Telephone</th>
<th>Email</th>
</tr>
</thead>
</table>

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

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

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

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

http://www.dupageco.org/CountyBoard/Policies/

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

Authorized Signature

Signature on file

Printed Name

Title

Date

1/14/17

Packet Pg. 72
Requisition under 25k dollars

2018-58
## PROCUREMENT REVIEW CHECKLIST
### REQUISITION
This form must accompany all County Purchase Requisitions.

### NEW PURCHASE ORDER REQUEST

<table>
<thead>
<tr>
<th>DATESubmitted</th>
<th>CONTRACT TOTAL AMOUNT</th>
<th>CONTRACT TERM</th>
<th>REQUESTING DEPT.</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 24, 2018</td>
<td>$24,945.00</td>
<td>N/A</td>
<td>PUBLIC WORKS</td>
</tr>
</tbody>
</table>

### SOLICITATION METHOD FOR SOURCE SELECTION

<table>
<thead>
<tr>
<th>Name</th>
<th>Status</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Angela Bendinelli</td>
<td>Completed</td>
<td>01/24/2018 12:51 PM</td>
</tr>
<tr>
<td>Nick Kottmeyer</td>
<td>Completed</td>
<td>01/26/2018 9:06 AM</td>
</tr>
<tr>
<td>Kathy Ostrowski</td>
<td>Completed</td>
<td>01/26/2018 9:12 AM</td>
</tr>
<tr>
<td>James McGuire</td>
<td>Completed</td>
<td>01/29/2018 12:47 PM</td>
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<tr>
<td>Paul Rafac</td>
<td>Completed</td>
<td>01/31/2018 7:42 AM</td>
</tr>
<tr>
<td>Kathy Ostrowski</td>
<td>Completed</td>
<td>02/01/2018 12:26 PM</td>
</tr>
<tr>
<td>Public Works Committee</td>
<td>Pending</td>
<td>02/06/2018 9:15 AM</td>
</tr>
</tbody>
</table>
### Procurement Review Checklist

**Procurement Services Division**

This form must accompany all Purchase Order Requisitions
Attach Required Vendor Ethics Disclosure Statement

<table>
<thead>
<tr>
<th>Vendor: LAI, Ltd.</th>
<th>Vendor #: 11148</th>
<th>Contract Term: N/A</th>
<th>Contract Total: $24,945.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dept: Public Works</td>
<td>Contact: Sean Reese</td>
<td>Phone: 630-985-7400</td>
<td>Assigned Committee: Public Works</td>
</tr>
</tbody>
</table>

**Description of Procurement/Scope of Work/Background**

Furnish and deliver three (3) Safe-Tank double wall high density cross-linked polyethylene tanks in the amount of $24,945 per Quote #18-021JM.

**Reason for Procurement**

These tanks are used for chemical storage at our Knollwood Wastewater Treatment Facility. The current tanks at Knollwood are not sealed causing corrosion and deterioration making for an unsafe and hazardous environment.

### FUNDING SOURCE

- [x] Procurement budgeted for (FY and budget code(s)): 2000-2555-52250
- [ ] Budget Transfer (Date) Add1 Information

### DECISION MEMO NOT REQUIRED

- [x] LOWEST RESPONSIBLE QUOTE # or BID # 18-021JM (QUOTE < $25,000, BID ≥ $25,000; attach Tabulation)
- [ ] RENEWAL, Enter Bid # __________________________ ___________ Interregional Agreement
- [ ] SOLE SOURCE per DuPage County Purchasing Ordinance, Article 4-102(5) (attach Sole Source Justification form)
- [ ] PER 55 ILCS 5/5-1022 'Competitive Bids' (d) IT/Telecom purchases under $35,000.00 Public Utility
- [ ] PER 55 ILCS 5/5-1022 'Competitive Bids' (c) not suitable for competitive bidding. Explain below:

### DECISION MEMO REQUIRED

- [ ] Cooperative Procurement (DPC-107) or Government Joint Purchasing Act Procurement (30LCS525)
- [ ] EXPLANATION OF REQUEST FOR PROPOSAL RFP # __________________________ (include Evaluation Summary if applicable)
- [ ] RENEWAL OF RFP # __________________________
- [ ] PROFESSIONAL SERVICES EXCLUDED per DuPage Ordinance (4-108) and 50 ILCS 510/2 (Architects, Engineers and Land Surveyors)
- [ ] OTHER PROFESSIONAL SERVICES (detail vetting process on Decision Memo)
- [ ] REQUEST WAIVER OF COUNTY BID RULES (only allowable to Statutory Limits)
- [ ] OTHER THAN LOWEST RESPONSIBLE, BID # __________________________

### PREPARED BY AND APPROVAL(S) (Initials Only)

<table>
<thead>
<tr>
<th>Prepared By</th>
<th>Date</th>
<th>Recommended for Approval</th>
<th>Date</th>
<th>IT Approval, if required</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>[Signature]</td>
<td>1/24/2018</td>
<td>[Signature]</td>
<td>1/24/2018</td>
<td>[Signature]</td>
<td>[Signature]</td>
</tr>
</tbody>
</table>

### REVIEWED BY (Initials Only)

<table>
<thead>
<tr>
<th>Buyer</th>
<th>Date</th>
<th>Procurement Officer</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>[Signature]</td>
<td>1-30-18</td>
<td>[Signature]</td>
<td>1-29-18</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Chief Financial Officer</th>
<th>Date</th>
<th>Chairman's Office</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>[Signature]</td>
<td>1-21-18</td>
<td>[Signature]</td>
<td>[Signature]</td>
</tr>
</tbody>
</table>
## COUNTY OF DU PAGE, ILLINOIS
### PROCUREMENT SERVICES DIVISION
#### QUOTE TABULATION

### QUOTATION #18-021-JM

**SAFE-TANK ® POLYETHYLENE TANKS**

**QUOTATION DUE DATE: 01/19/18**

<table>
<thead>
<tr>
<th>COMPANY</th>
<th>TOTAL QUOTE SUBMITTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAI, LTD.</td>
<td>$ 24,945.00</td>
</tr>
<tr>
<td>HAWKINS, INC.</td>
<td>$ 25,194.50</td>
</tr>
<tr>
<td>PETERSON &amp; MATZ, INC.</td>
<td>$ 26,599.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>INVITATIONS SENT:</th>
<th>TOTAL QUOTES RECEIVED:</th>
</tr>
</thead>
<tbody>
<tr>
<td>22</td>
<td>3</td>
</tr>
</tbody>
</table>

Joan McAvoy  
DuPage County Buyer  
X6181
## COUNTY OF DU PAGE, ILLINOIS

**QUOTE FORM #18-021-JM**

**SAFE-TANK © POLYETHYLENE TANKS**

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>PRICE EACH</th>
<th>QUANTITY</th>
<th>EXTENDED TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>1650 GALLON SODIUM HYDROCHLORITE TANK</td>
<td>$7,742.50</td>
<td>2</td>
<td>$15,485.00</td>
</tr>
<tr>
<td>1000 GALLON SODIUM BISULFITE TANK</td>
<td>$7,275.00</td>
<td>1</td>
<td>$7,275.00</td>
</tr>
<tr>
<td>DELIVERY CHARGES (if any)</td>
<td></td>
<td></td>
<td>$2,185.00</td>
</tr>
<tr>
<td><strong>TOTAL QUOTE SUBMITTAL</strong></td>
<td></td>
<td></td>
<td><strong>$24,945.00</strong></td>
</tr>
</tbody>
</table>

**LEAD TIME AFTER RECEIPT OF ORDER:**

2-3 weeks after signed approval drawing

---

**Vice President**

**(Signature and Title)**

**QUOTATION MUST BE SIGNED FOR CONSIDERATION**

---

(PLEASE TYPE OR PRINT THE FOLLOWING INFORMATION)

<table>
<thead>
<tr>
<th>Full Business Name of Bidder</th>
<th>LAI, Ltd.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Main Business Address</td>
<td>5400 Newport Drive, Suite 10</td>
</tr>
<tr>
<td>City, State, Zip Code</td>
<td>Rolling Meadows, IL 60008</td>
</tr>
<tr>
<td>Telephone Number</td>
<td>847-392-0990</td>
</tr>
<tr>
<td>Email Address</td>
<td><a href="mailto:RHussey@LAI-Ltd.com">RHussey@LAI-Ltd.com</a></td>
</tr>
<tr>
<td>Fax Number</td>
<td>847-392-1095</td>
</tr>
<tr>
<td>Bid Contact Person</td>
<td>Richard Hussey</td>
</tr>
</tbody>
</table>

Q18-021-JM

Page 9 of 10
**Purchase Requisition**  
**Procurement Services Division**

<table>
<thead>
<tr>
<th>Send Purchase Order To:</th>
<th>Send Invoices To:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vendor: LAI, Ltd.</td>
<td>Dept: DuPage County Public Works</td>
</tr>
<tr>
<td>Attn: Richard Hussey</td>
<td>Division:</td>
</tr>
<tr>
<td>Email: <a href="mailto:RHussey@LAI-ltd.com">RHussey@LAI-ltd.com</a></td>
<td></td>
</tr>
<tr>
<td>Address: 5400 Newport Drive, Suite 10</td>
<td>Address: 7900 S. Route S3</td>
</tr>
<tr>
<td>City: Rolling Meadows</td>
<td>City: Woodridge</td>
</tr>
<tr>
<td>State: IL Zip: 60018</td>
<td>State: IL Zip: 60517</td>
</tr>
<tr>
<td>Phone: 847-392-0990</td>
<td>Phone: 630-985-7400</td>
</tr>
<tr>
<td>Fax: 847-392-1095</td>
<td>Fax: 630-985-4802</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Send Payments To:</th>
<th>Ship To:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vendor: SAME</td>
<td>Dept: SAME</td>
</tr>
<tr>
<td>Attn:</td>
<td>Division:</td>
</tr>
<tr>
<td>Email:</td>
<td></td>
</tr>
<tr>
<td>Address:</td>
<td></td>
</tr>
<tr>
<td>City:</td>
<td></td>
</tr>
<tr>
<td>State: IL Zip:</td>
<td></td>
</tr>
<tr>
<td>Phone:</td>
<td></td>
</tr>
<tr>
<td>Fax:</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Payment Terms</th>
<th>F.O.B.</th>
<th>PO 20 Delivery Date</th>
<th>Requisitioner</th>
</tr>
</thead>
<tbody>
<tr>
<td>PER 50 ILCS 505/1</td>
<td></td>
<td></td>
<td>Amy Arlowe/Dawn Carbone</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Use for</th>
<th>Contract Administrator</th>
<th>Contract Start Date</th>
<th>Contract End Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>PO25 only</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>LN</th>
<th>Qty</th>
<th>UOM</th>
<th>Item Detail (Product #)</th>
<th>Description</th>
<th>FY</th>
<th>Dept #</th>
<th>Acct Unit</th>
<th>Acct #</th>
<th>Sub-Accts and/or Activity #</th>
<th>Unit Price</th>
<th>Extension</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1</td>
<td>EA</td>
<td></td>
<td>Furnish and deliver three (3) Safe-Tank double wall high density cross-linked polyethylene tanks per Quote #18-021JM</td>
<td>2000</td>
<td>2555</td>
<td>52250</td>
<td></td>
<td></td>
<td>24,945.00</td>
<td>24,945</td>
</tr>
</tbody>
</table>

**Requisition Total**: $24,945

**Header Comments** (these comments will appear on the PO20 and PO25 Purchase Order):

**Special Instructions/Comments to Buyer or Approver** (these comments will NOT appear on the Purchase Order):

**User Department Internal Notes** (these comments will NOT appear on the Purchase Order):
Required Vendor Ethics Disclosure Statement

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

Company Name: LAI, Ltd.
Contact Phone: 847-989-5422

Company Contact: Richard A. Hussey
Contact Email: RHussey@LAI-Ltd.com

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

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

<table>
<thead>
<tr>
<th>Recipient</th>
<th>Donor</th>
<th>Description (e.g. cash, type of item, in-kind services, etc.)</th>
<th>Amount/Value</th>
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<th>Email</th>
</tr>
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- 30 days prior to the optional renewal of any contract
- Annual disclosure for multi-year contracts on the anniversary of said contract
- With any request for change order except those issued by the county for administrative adjustments

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

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

Authorized Signature: [Redacted]

Printed Name: Timothy A. Tack
Title: President
Date: January 18, 2018

Attach additional sheets if necessary. Sign each sheet and number each page. Page [Redacted] of [Redacted] (total number of pages)
Requisition under 25k dollars

2018-59
PROCUREMENT REVIEW CHECKLIST
REQUISITION

This form must accompany all County Purchase Requisitions.

NEW PURCHASE ORDER REQUEST

<table>
<thead>
<tr>
<th>DATE SUBMITTED</th>
<th>CONTRACT TERM</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 23, 2018</td>
<td>FEBRUARY 6, 2018 THROUGH FEBRUARY 5, 2019</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CONTRACT TOTAL AMOUNT</th>
<th>REQUESTING DEPT.</th>
</tr>
</thead>
<tbody>
<tr>
<td>$23,000.00</td>
<td>PUBLIC WORKS</td>
</tr>
</tbody>
</table>

SOLICITATION METHOD FOR SOURCE SELECTION

- Angela Bendinelli: Completed 01/23/2018 8:59 AM
- Nick Kottmeyer: Completed 01/23/2018 9:34 AM
- Kathy Ostrowski: Completed 01/23/2018 12:42 PM
- James McGuire: Completed 01/30/2018 12:31 PM
- Paul Rafac: Completed 01/31/2018 7:39 AM
- Kathy Ostrowski: Completed 02/01/2018 1:00 PM
- Public Works Committee: Pending 02/06/2018 9:15 AM
**Procurement Review Checklist**

**Procurement Services Division**

This form must accompany all Purchase Order Requisitions

Attach Required Vendor Ethics Disclosure Statement

<table>
<thead>
<tr>
<th>Vendor: Elmhurst Chicago Stone</th>
<th>Vendor #:</th>
<th>Contract</th>
<th>Contract</th>
</tr>
</thead>
<tbody>
<tr>
<td>Public Works</td>
<td></td>
<td>February 6, 2018 through February 5, 2019</td>
<td>Total: $23,000.00</td>
</tr>
<tr>
<td>Contact: Sean Reese</td>
<td>Phone: 630-985-7400</td>
<td>Assigned Committee: Public Works</td>
<td></td>
</tr>
</tbody>
</table>

**Description of Procurement/Scope of Work/Background**
Disposal of uncontaminated soil due to sewer and water main repairs for a 1-year period from 2/6/18 through 2/5/19 in the amount of $23,000 per E-Quote #18-010-JM.

**Reason for Procurement**
Maintenance on the infrastructure that supplies sewer and water services to DuPage County residents is needed to ensure the systems integrity. Accumulation of soil that occurs from these projects must be properly removed and disposed of.

**FUNDING SOURCE**
- Procurement budgeted for (FY and budget code(s)): 2000-2555-53240 / 2000-2640-53240
- Budget Transfer (Date) __________________________ Add'l Information

**DECISION MEMO NOT REQUIRED**
- LOWEST RESPONSIBLE QUOTE # or BID # __________________________ (QUOTE $25,000, BID $25,000; attach Tabulation)
- RENEWAL, Enter Bid # __________________________ Intergovernmental Agreement
- SOLE SOURCE per DuPage County Purchasing Ordinance, Article 4-102(S) (attach Sole Source Justification form)
- PER 55 ILCS 5/5-1022 ‘Competitive Bids’ (d) IT/Telecom purchases under $35,000.00 Public Utility
- PER 55 ILCS 5/5-1022 ‘Competitive Bids’ (c) not suitable for competitive bidding. Explain below:

**DECISION MEMO REQUIRED**
- Cooperative Procurement (DPC4-107) or Government Joint Purchasing Act Procurement (30ILCS525)
- EXPLANATION OF REQUEST FOR PROPOSAL RFP # __________________________ (include Evaluation Summary if applicable)
- RENEWAL of RFP # __________________________
- PROFESSIONAL SERVICES EXCLUDED per DuPage Ordinance (4-108) and 50 ILCS 510/2 (Architects, Engineers and Land Surveyors)
- OTHER PROFESSIONAL SERVICES (detail vetting process on Decision Memo)
- REQUEST WAIVER OF COUNTY BID RULES (only allowable to Statutory Limits)
- OTHER THAN LOWEST RESPONSIBLE, BID # E-Quote #18-010-JM

**PREPARED BY AND APPROVAL(S) (Initials Only)**

<table>
<thead>
<tr>
<th>Prepared By</th>
<th>Date</th>
<th>Recommended for Approval</th>
<th>Date</th>
<th>IT Approval, if required</th>
<th>Date</th>
</tr>
</thead>
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<td></td>
<td>1/23/18</td>
<td></td>
<td>1/23/18</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**REVIEWED BY (Initials Only)**

<table>
<thead>
<tr>
<th>Reviewed By</th>
<th>Date</th>
<th>Procurement Officer</th>
<th>Date</th>
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<tbody>
<tr>
<td></td>
<td>1-24-18</td>
<td></td>
<td>1-5-18</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Reviewed By</th>
<th>Date</th>
<th>Chairman's Office</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1-31-18</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
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: Jan 17, 2018
MinuteTraq (IQM2) ID #: 11810
Department Requisition #: 18213008

Requesting Department: Public Works
Department Contact: Sean Reese
Contact Email: Sean.Reese@dupageco.org
Contact Phone: 630-985-7400

Vendor Name: Elmhurst Chicago Stone

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

Recommendation for the approval of a 1-year contract for disposal of uncontaminated soil to Elmhurst Chicago Stone per E-Quote #18-010-JM in the amount of $23,000.

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

Public Works staff evaluated hauling costs, such as labor and fuel, in addition to the dumping fees. Below is a summary of round trip costs including labor, fuel and dumping fees from our Marionbrook Underground Maintenance Facility:
- Elmhurst Chicago Stone 17.8 miles = $29.88 per load
- Willco Green 34.8 miles = $49.33 per load
- Hartland 51.6 miles = $58.66 per load

After evaluation Elmhurst Chicago Stone is the lowest cost per load for both the 6-wheeler and the semi-truck.

Strategic Impact
Quality of Life - Select one of the five strategic imperatives in the County's Strategic Plan this action will most impact and provide a brief explanation.

Excess material generated from sewer and water system repairs must be disposed of at a clean fill facility.

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

Disposal of uncontaminated soil due to sewer and water main repairs for a 1-year period from 2/6/18 through 2/5/19 in the amount of $23,000 per E-Quote #18-010-JM.

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

1) Staff recommends securing a contract with Elmhurst Chicago Stone in the amount of $23,000 to dispose of CCDD material.
2) The second option includes landfill disposal which would be significantly more expensive.

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.

$15,000 will be removed from line 2000-2555-53240
$8,000 will be removed from line 2000-2640-53240
COUNTY OF DU PAGE, ILLINOIS
PROCUREMENT SERVICES DIVISION
QUOTE TABULATION

QUOTATION #18-010-JM
UNCONTAMINATED SOIL DISPOSAL LOCATION
QUOTATION DUE DATE: 01/03/18

<table>
<thead>
<tr>
<th>COMPANY NAME</th>
<th>6-WHEELER QUOTE</th>
<th>SEMI-TRUCK QUOTE</th>
<th>DISPOSAL SITE LOCATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>HEARTLAND RECYCLING – AURORA CCDD, LLC</td>
<td>$ 50.00</td>
<td>$ 70.00</td>
<td>Aurora</td>
</tr>
<tr>
<td>WILLCO – GREEN, LLC</td>
<td>$ 60.00</td>
<td>$ 75.00</td>
<td>Plainfield</td>
</tr>
<tr>
<td>ELMHURST CHICAGO STONE</td>
<td>$ 67.40</td>
<td>$ 75.00</td>
<td>Bolingbrook</td>
</tr>
<tr>
<td>LAND AND LAKES COMPANY</td>
<td>$ 70.00</td>
<td>$ 80.00</td>
<td>Romeoville</td>
</tr>
</tbody>
</table>

INVITATIONS SENT: 13  TOTAL QUOTES RECEIVED: 4

Joan McAvoy
DuPage County Buyer
X6181
DuPage County Procurement Services Division

Joan McAvoy, Buyer II / Procurement Services Division
421 North County Farm Road, Room 3-400
Wheaton, Illinois 60187
(630) 407-6181
(630) 407-6201 Fax
Joan.McAvoy@dupageco.org

QUOTE #18-010-JM
UNCONTAMINATED SOIL DISPOSAL LOCATION

DuPage County Public Works would like to receive Quotes for the disposal location of uncontaminated soil.
This quote is for an uncontaminated soil disposal location only.
The County provides its own transportation of the soil to your site.
This contract will be a service agreement used on an "as-needed" basis.

Attached are the LPC-663 forms which show the testing parameters for the future soil piles to be disposed.
If interested, please submit your written quote, (completed on this form), to this office no later than:

WEDNESDAY, JANUARY 3, 2018 @ 4:00 p.m.

<table>
<thead>
<tr>
<th>TYPE TRUCK</th>
<th>PRICE PER LOAD OF DISPOSAL AT YOUR LOCATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>6-WHEELER</td>
<td>$ 67.40</td>
</tr>
<tr>
<td>SEMI-TRUCK</td>
<td>$ 75.00</td>
</tr>
</tbody>
</table>

- This would be a 1 year contract estimated at $20,000 to $23,000.

DISPOSAL SITE ADDRESS:

Elmhurst Chicago Stone
351 Royce Rd
Bolingbrook IL 60440

X (Signature and Title)

QUOTATION MUST BE SIGNED FOR CONSIDERATION

Q18-010-JM
Page 1 of 2
COUNTY OF DU PAGE, ILLINOIS

(PLEASE TYPE OR PRINT THE FOLLOWING INFORMATION)

<table>
<thead>
<tr>
<th>Full Business Name of Bidder</th>
<th>Elmhurst Chicago Stone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Main Business Address</td>
<td>400 W. First Street</td>
</tr>
<tr>
<td>City, State, Zip Code</td>
<td>Elmhurst IL 60126</td>
</tr>
<tr>
<td>Telephone Number</td>
<td>(630) 832-4000</td>
</tr>
<tr>
<td>Email Address</td>
<td>Jonesv@ Elhcstone.com</td>
</tr>
<tr>
<td>Fax Number</td>
<td>(630) 832-0140</td>
</tr>
<tr>
<td>Bid Contact Person</td>
<td>Jim Jones</td>
</tr>
</tbody>
</table>

QUOTE AWARD CRITERIA:

This quote will be awarded to the lowest responsive, responsible vendor meeting specifications based upon the Lowest Quotation.

Please include the attached forms:
1. Signed W9 form
2. Signed Vendor Ethics Disclosure form

Scan and email quotes to Joan.McAvoy@dupageco.org. Or FAX to (630) 407-6201.

Best Regards,

Joan McAvoy
DuPage County Buyer II
Procurement Services Division
421 N. County Farm Rd.
Wheaton, IL 60187
630-407-6181
**Purchase Requisition**

**Procurement Services Division**

---

**Send Purchase Order To:**

<table>
<thead>
<tr>
<th>Vendor: Elmhurst Chicago Stone</th>
<th>Vendor #:</th>
<th>Dept: DuPage County Public Works</th>
<th>Division:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attn: Jim Jones</td>
<td>Email: <a href="mailto:Jonesj@ecstone.com">Jonesj@ecstone.com</a></td>
<td>Attn: Accounts Payable</td>
<td>Email: <a href="mailto:pwaccountspayable@dupageco.org">pwaccountspayable@dupageco.org</a></td>
</tr>
<tr>
<td>Address: 400 W. First Street</td>
<td></td>
<td>Address: 7900 S. Route 53</td>
<td>Room:</td>
</tr>
<tr>
<td>City: Elmhurst</td>
<td>State: IL</td>
<td>Zip: 60126</td>
<td></td>
</tr>
<tr>
<td>Phone: 630-832-4000</td>
<td>Fax: 630-832-0140</td>
<td>Phone: 630-985-7400</td>
<td>Fax: 630-985-4802</td>
</tr>
</tbody>
</table>

**Send Invoices To:**

<table>
<thead>
<tr>
<th>Vendor: Elmhurst Chicago Stone</th>
<th>Vendor #:</th>
<th>Dept: DuPage County Public Works</th>
<th>Division:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attn: Jim Jones</td>
<td>Email: <a href="mailto:Jonesj@ecstone.com">Jonesj@ecstone.com</a></td>
<td>Attn: Accounts Payable</td>
<td>Email: <a href="mailto:pwaccountspayable@dupageco.org">pwaccountspayable@dupageco.org</a></td>
</tr>
<tr>
<td>Address: 400 W. First Street</td>
<td></td>
<td>Address: 7900 S. Route 53</td>
<td>Room:</td>
</tr>
<tr>
<td>City: Elmhurst</td>
<td>State: IL</td>
<td>Zip: 60126</td>
<td></td>
</tr>
<tr>
<td>Phone: 630-832-4000</td>
<td>Fax: 630-832-0140</td>
<td>Phone: 630-985-7400</td>
<td>Fax: 630-985-4802</td>
</tr>
</tbody>
</table>

**Send Payments To:**

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<tbody>
<tr>
<td>Attn:</td>
<td>Email:</td>
<td>Attn:</td>
<td>Email:</td>
</tr>
<tr>
<td>Address:</td>
<td></td>
<td>Address:</td>
<td>Room:</td>
</tr>
<tr>
<td>City: State: IL</td>
<td>Zip:</td>
<td>City: State: IL</td>
<td>Zip:</td>
</tr>
<tr>
<td>Phone:</td>
<td>Fax:</td>
<td>Phone:</td>
<td>Fax:</td>
</tr>
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</table>

**Payment Terms**

<table>
<thead>
<tr>
<th>Payment Terms</th>
<th>F.O.B.</th>
<th>PO 20 Delivery Date</th>
<th>Requisitioner</th>
</tr>
</thead>
<tbody>
<tr>
<td>PER 50 ILCS 505/1</td>
<td>Destination</td>
<td>Amy Arlowe/Dawn Carbone</td>
<td></td>
</tr>
</tbody>
</table>

**Use for**

<table>
<thead>
<tr>
<th>Use for PO25 only</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Contract Administrator</strong></td>
</tr>
<tr>
<td><strong>Contract Start Date</strong></td>
</tr>
<tr>
<td><strong>Contract End Date</strong></td>
</tr>
</tbody>
</table>

**LN** | **Qty** | **UOM** | **Item Detail** (Product #) | **Description** | **FY** | **Dept #** | **Acctg Unit** | **Acct #** | **Sub-Accts and/or Activity #** | **Unit Price** | **Extension** |
<table>
<thead>
<tr>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>1</td>
<td>EA</td>
<td>Uncontaminated soil disposals for a 1-year period from 2/6/18 through 2/5/19 per E Quote #18-010-JM</td>
<td>2000</td>
<td>2555</td>
<td>53240</td>
<td>15,000.00</td>
<td>15,000.00</td>
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</tr>
<tr>
<td>2</td>
<td>1</td>
<td>EA</td>
<td></td>
<td>2000</td>
<td>2640</td>
<td>53240</td>
<td>8,000.00</td>
<td>8,000.00</td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

**Requisition Total** | $23,000.00 |

---

**Header Comments** (these comments will appear on the PO20 and PO25 Purchase Order):

**Special Instructions/Comments to Buyer or Approver** (these comments will NOT appear on the Purchase Order):

**User Department Internal Notes** (these comments will NOT appear on the Purchase Order):
Required Vendor Ethics Disclosure Statement

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

<table>
<thead>
<tr>
<th>Company Name: Elmhurst Chicago Stone Co</th>
<th>Company Contact: James Jones</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact Phone: (630) 882-4000 Ext 1336</td>
<td>Contact Email: <a href="mailto:jonesj@easstone.com">jonesj@easstone.com</a></td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>NONE (check here) - If no contributions have been made</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recipient</td>
</tr>
<tr>
<td>------------</td>
</tr>
<tr>
<td>See Attached</td>
</tr>
</tbody>
</table>

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.

<table>
<thead>
<tr>
<th>NONE (check here) - If no contacts have been made</th>
</tr>
</thead>
<tbody>
<tr>
<td>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</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td></td>
</tr>
</tbody>
</table>

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

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

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

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

Authorized Signature

Printed Name

Title

Date

Attach additional sheets if necessary. Sign each sheet and number each page. Page 1 of 2 (total number of pages)
**ELMHURST- CHICAGO STONE CO.**

Political Campaign Contributions
to any incumbent DuPage County board member, county board
chairman, or countywide elected official

2017

<table>
<thead>
<tr>
<th>Recipient</th>
<th>Check#</th>
<th>Date</th>
<th>Value</th>
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<tbody>
<tr>
<td>Citizens to elect Eckhoff</td>
<td>203107</td>
<td>1/27/2017</td>
<td>$250.00</td>
</tr>
<tr>
<td>Friends of Peter Breen</td>
<td>203226</td>
<td>2/14/2017</td>
<td>$250.00</td>
</tr>
<tr>
<td>Citizens for Dan Cronin</td>
<td>203228</td>
<td>2/10/2017</td>
<td>$550.00</td>
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<tr>
<td>Citizen for Wallace</td>
<td>203562</td>
<td>3/22/2017</td>
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<tr>
<td>Citizens for Donald E. Puchalski</td>
<td>203773</td>
<td>4/18/2017</td>
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<tr>
<td>Comm for Chris Kachirobas</td>
<td>203868</td>
<td>5/2/2017</td>
<td>$500.00</td>
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<tr>
<td>Citizens to elect Jim Zay</td>
<td>203891</td>
<td>4/27/2017</td>
<td>$750.00</td>
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<tr>
<td>Di Cianni for DuPage</td>
<td>204068</td>
<td>5/18/2017</td>
<td>$500.00</td>
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<tr>
<td>Citizens for Amy Grant</td>
<td>204084</td>
<td>5/18/2017</td>
<td>$250.00</td>
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<tr>
<td>Frank Bibbiano for Sheriff</td>
<td>204134</td>
<td>5/31/2017</td>
<td>$500.00</td>
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<tr>
<td>Friends of Sam Tornatore</td>
<td>204808</td>
<td>8/8/2017</td>
<td>$250.00</td>
</tr>
<tr>
<td>Di Cianni for DuPage</td>
<td>205066</td>
<td>9/11/2017</td>
<td>$500.00</td>
</tr>
<tr>
<td>Citizens to elect Eckhoff</td>
<td>205129</td>
<td>9/18/2017</td>
<td>$250.00</td>
</tr>
<tr>
<td>Friends of John Curran</td>
<td>205126</td>
<td>9/18/2017</td>
<td>$500.00</td>
</tr>
<tr>
<td>Friends of Janice Marie Anderson</td>
<td>205114</td>
<td>9/18/2017</td>
<td>$250.00</td>
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<tr>
<td>DuPage Cty Repub Central Comm</td>
<td>205186</td>
<td>9/26/2017</td>
<td>$750.00</td>
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<tr>
<td>Citizens for Dan Cronin</td>
<td>205245</td>
<td>10/2/2017</td>
<td>$1,000.00</td>
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<tr>
<td>Friends of Peter Breen</td>
<td>205240</td>
<td>10/3/2017</td>
<td>$500.00</td>
</tr>
<tr>
<td>Citizens to elect Jim Zay</td>
<td>205511</td>
<td>10/20/2017</td>
<td>$500.00</td>
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<tr>
<td>Citizens for Beth Tatro</td>
<td>205679</td>
<td>11/20/2017</td>
<td>$250.00</td>
</tr>
<tr>
<td>Citizens for Amy Grant</td>
<td>205698</td>
<td>11/29/2017</td>
<td>$75.00</td>
</tr>
</tbody>
</table>

Authorized Signature

Jeff Brown, President

Printed name and Title

Date 12/22/17
Requisition under 25k dollars

2018-60
Requisition under 25k dollars

2018-60

PROCUREMENT REVIEW CHECKLIST
REQUISITION
This form must accompany all County Purchase Requisitions.

<table>
<thead>
<tr>
<th>DATE SUBMITTED</th>
<th>CONTRACT TOTAL AMOUNT</th>
<th>CONTRACT TERM</th>
<th>REQUESTING DEPT.</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 19, 2018</td>
<td>$11,000.00</td>
<td>MARCH 24, 2018 THROUGH MARCH 23, 2020</td>
<td>FACILITIES MANAGEMENT</td>
</tr>
</tbody>
</table>

SOLICITATION METHOD FOR SOURCE SELECTION

<table>
<thead>
<tr>
<th>Name</th>
<th>Status</th>
<th>Date/Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Laura Grobe</td>
<td>Completed</td>
<td>01/19/2018 9:59 AM</td>
</tr>
<tr>
<td>Tim Harbaugh</td>
<td>Completed</td>
<td>01/19/2018 11:04 AM</td>
</tr>
<tr>
<td>Nick Kottmeyer</td>
<td>Completed</td>
<td>01/19/2018 4:03 PM</td>
</tr>
<tr>
<td>Kathy Ostrowski</td>
<td>Completed</td>
<td>01/23/2018 12:18 PM</td>
</tr>
<tr>
<td>James McGuire</td>
<td>Completed</td>
<td>01/25/2018 10:20 AM</td>
</tr>
<tr>
<td>Paul Rafac</td>
<td>Completed</td>
<td>01/31/2018 7:42 AM</td>
</tr>
<tr>
<td>Kathy Ostrowski</td>
<td>Completed</td>
<td>02/01/2018 12:35 PM</td>
</tr>
<tr>
<td>Public Works Committee</td>
<td>Pending</td>
<td>02/06/2018 9:15 AM</td>
</tr>
</tbody>
</table>
**Purchase Requisition**

**Procurement Services Division**

---

**Send Purchase Order To:**
- **Vendor:** PAHCS II Northwestern Medicine Occupational Health
- **Vendor #:** 10267
- **Attn:** Ron Hammermeister
- **Email:** ron.hammermeister@nm.org
- **Address:** 245 S. Gary Avenue, Suite 200
- **City:** Bloomingdale
- **State:** IL
- **Zip:** 60108
- **Phone:** 630-539-5270
- **Fax:** 630-894-8028

**Send Invoices To:**
- **Dept:** Facilities Management
- **Division:**
- **Attn:** Tim Harbaugh
- **Email:** mary.ventrella@dupageco.org
- **Address:** 421 N. County Farm Road
- **Room:** 2-700
- **City:** Wheaton
- **State:** IL
- **Zip:** 60187
- **Phone:** 630-407-5700
- **Fax:** 630-407-5701

**Send Payments To:**
- **Vendor:** PAHCS II Northwestern Medicine Occupational Health
- **Vendor #:** 10267
- **Attn:**
- **Address:** Dept. 4086
- **City:** Carol Stream
- **State:** IL
- **Zip:** 60122-4086
- **Phone:**
- **Fax:**

**Payment Terms**
- F.O.B.
- PO 20 Delivery Date: Requisition
- Contract Administrator
- Contract Start Date: Mar 24, 2018
- Contract End Date: Mar 23, 2020
- Use for PO25 only

**Ship To:**
- **Dept:** Facilities Management
- **Division:**
- **Attn:** Tim Harbaugh
- **Email:** mary.ventrella@dupageco.org
- **Address:** 421 N. County Farm Road
- **Room:** 2-700
- **City:** Wheaton
- **State:** IL
- **Zip:** 60187
- **Phone:** 630-407-5700
- **Fax:** 630-407-5701

**LN** | **Qty** | **UOM** | **Item Detail (Product #)** | **Description** | **FY** | **Dept #** | **Acctg Unit** | **Acct #** | **Sub-Accts and/or Activity #** | **Unit Price** | **Extension** | **Requisition Total** |
<table>
<thead>
<tr>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td>1</td>
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<td>LO</td>
<td>Employee Physicals/Screenings</td>
<td>1000</td>
<td>1100</td>
<td>53070</td>
<td>11,000.00</td>
<td>11,000.00</td>
<td>11,000.00</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Header Comments** (these comments will appear on the PO20 and PO25 Purchase Order):

Provide comprehensive post offer physicals and functional job screening, for Facilities Management, for the two year period.

**Special Instructions/Comments to Buyer or Approver** (these comments will NOT appear on the Purchase Order):

**User Department Internal Notes** (these comments will NOT appear on the Purchase Order):

Public Works Committee: 02/06/18
COUNTY OF DU PAGE, ILLINOIS  
PROCUREMENT SERVICES DIVISION  
QUOTE TABULATION  

QUOTATION #17-197-JM  
PHYSICALS & TESTING FOR POTENTIAL & CURRENT DUPAGE COUNTY EMPLOYEES  
QUOTE DUE DATE: 11/27/17  

<table>
<thead>
<tr>
<th>COMPANY NAME</th>
<th>QUOTE SUMITTAL</th>
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</thead>
<tbody>
<tr>
<td>PAHCS II</td>
<td>$ 20,716.00</td>
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<tr>
<td>Northwestern Medicine Occupational Health</td>
<td></td>
</tr>
<tr>
<td>Edward-Elmhurst Health – Occupational Health</td>
<td>$ 22,032.50</td>
</tr>
</tbody>
</table>

| INVITATIONS SENT: | 14 | TOTAL QUOTES RECEIVED: | 2 |

Joan McAvoy  
DuPage County Buyer  
X6181
COUNTY OF DU PAGE, ILLINOIS

TOTAL COST: $20,716.00

Manager of Sales & Customer Service

Quotation must be signed for consideration

(Please type or print the following information)

<table>
<thead>
<tr>
<th>Full Business Name of Bidder</th>
<th>PAHCS II Northwestern Medicine Occupational Health</th>
</tr>
</thead>
<tbody>
<tr>
<td>Main Business Address</td>
<td>245 S. Gary Avenue, Suite 200</td>
</tr>
<tr>
<td>City, State, Zip Code</td>
<td>Bloomingdale IL 60109</td>
</tr>
<tr>
<td>Telephone Number</td>
<td>630-530-5270</td>
</tr>
<tr>
<td>Email Address</td>
<td><a href="mailto:ron.hammermeister@nm.org">ron.hammermeister@nm.org</a></td>
</tr>
<tr>
<td>Fax Number</td>
<td>630-894-8028</td>
</tr>
<tr>
<td>Bid Contact Person</td>
<td>Ron Hammermeister 630-272-2268 / Dr. Robin Robinson</td>
</tr>
</tbody>
</table>

Quote Award Criteria:

This quote will be awarded to the lowest responsive, responsible vendor meeting specifications based upon the lowest total cost.

Please include the attached forms:
1. Signed W9 form
2. Signed Vendor Ethics Disclosure form

Scan and email quotes to joan.mcavoy@dupageco.org or FAX to (630) 407-6201.

Sincerely,

Joan McAvoy
DuPage County Buyer
Procurement Services
421 N. County Farm Rd.
Wheaton, IL 60187
630-407-6161

#Q17-197-JM
Page 2 of 2

Attachment: PAHCS II Northwestern Medicine - Bid Award (2018-60) : FM-PAHCS II/Northwestern Medicine Health
# Required Vendor Ethics Disclosure Statement

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

**Company Name:** PAHCS II - Northwestern Medicine  
**Company Contact:** Ron Hammermeister  
**Contact Email:** Ron.Hammermeister@nm.org

---

**Date:** 11-27-2017

---

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

<table>
<thead>
<tr>
<th>Recipient</th>
<th>Donor</th>
<th>Description (e.g. cash, type of item, in-kind services, etc.)</th>
<th>Amount/Value</th>
<th>Date Made</th>
</tr>
</thead>
</table>

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

<table>
<thead>
<tr>
<th>Lobbyist, Agent, Representative and all individuals who are or will be having contact with county officers or employees in relation to the contract or bid</th>
<th>Telephone</th>
<th>Email</th>
</tr>
</thead>
</table>

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
  - 60 days prior to the optional renewal of any contract
  - Annual disclosure for multi-year contracts on the anniversary of said contract
  - With any request for change order except those issued by the county for administrative adjustments

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

http://www.dupageco.org/CountyBoard/Policies/

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

**Authorised Signature:** [Signature]

**Printed Name:** Ron Hammermeister  
**Title:** Manager of Sales & Customer Service  
**Date:** 11-27-2017

---

**Packet Pg. 95**
## Procurement Review Checklist

### Procurement Services Division

This form must accompany all Purchase Order Requisitions
Attach Required Vendor Ethics Disclosure Statement

<table>
<thead>
<tr>
<th>Vendor: PAHCS II Northwestern Medicine Occupational Health</th>
<th>Vendor #: 10267</th>
<th>Contract</th>
<th>03/24/18 through 03/23/20</th>
<th>Contract Total: $11,000.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dept: Facilities Management</td>
<td>Contact: Tim Harbaugh</td>
<td>Term:</td>
<td>03/23/20</td>
<td>Assigned Public Works: Committee: 02/06/18</td>
</tr>
<tr>
<td>Description of Procurement/Scope of Work/Background</td>
<td>Recommendation for the approval of a contract purchase order to provide comprehensive pre-offer physical and functional job screening, for Facilities Management, for the two year period March 24, 2018 through March 23, 2020, for a total contract amount not to exceed $11,000.00, per low quote 17-197-JM</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Reason for Procurement

Post offer physicals and functional job screening will ensure that newly hired employees are capable of performing their job duties without injury.

### FUNDING SOURCE

- Procurement budgeted for (FY and budget code(s)): 1000-1100-53070
- Budget Transfer (Date) Add'l Information

### DECISION MEMO NOT REQUIRED

- LOWEST RESPONSIBLE QUOTE # or BID # Quote #17-197-JM (QUOTE < $25,000, BID ≥ $25,000; attach Tabulation)
- RENEWAL, Enter Bid #
- SOLE SOURCE per DuPage County Purchasing Ordinance, Article 4-102(S) (attach Sole Source Justification form)
- PER 55 ILCS 5/5-1022 'Competitive Bids' (d) IT/Telecom purchases under $35,000.00
- PER 55 ILCS 5/5-1022 'Competitive Bids' (c) not suitable for competitive bidding. Explain below:

### DECISION MEMO REQUIRED

- Cooperative Procurement (DPC4-107) or Government Joint Purchasing Act Procurement (30ILCS525)
- EXPLANATION OF REQUEST FOR PROPOSAL RFP # (include Evaluation Summary if applicable)
- RENEWAL OF RFP #
- PROFESSIONAL SERVICES EXCLUDED per DuPage Ordinance (4-108) and 50 ILCS 510/2 (Architects, Engineers and Land Surveyors)
- OTHER PROFESSIONAL SERVICES (detail vetting process on Decision Memo)
- REQUEST WAIVER OF COUNTY BID RULES (only allowable to Statutory Limits)
- OTHER THAN LOWEST RESPONSIBLE, BID #

### PREPARED BY AND APPROVAL(S) (Initials Only)

<table>
<thead>
<tr>
<th>Prepared By</th>
<th>Date</th>
<th>Recommended for Approval</th>
<th>Date</th>
<th>IT Approval, if required</th>
<th>Date</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>REVIEWED BY (Initials Only)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Buyer</td>
</tr>
<tr>
<td>Chief Financial Officer (Decision Memos Over $25,000)</td>
</tr>
</tbody>
</table>
Requisition under 25k dollars

2018-61
### PROCUREMENT REVIEW CHECKLIST

**REQUISITION**

This form must accompany all County Purchase Requisitions.

<table>
<thead>
<tr>
<th>DATE SUBMITTED</th>
<th>CONTRACT TERM</th>
<th>CONTRACT TOTAL AMOUNT</th>
<th>REQUESTING DEPT.</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 19, 2018</td>
<td>N/A</td>
<td>$6,654.48</td>
<td>PUBLIC WORKS</td>
</tr>
</tbody>
</table>

#### SOLICITATION METHOD FOR SOURCE SELECTION

<table>
<thead>
<tr>
<th>Name</th>
<th>Status</th>
<th>Date/Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Angela Bendinelli</td>
<td>Completed</td>
<td>01/19/2018 10:20 AM</td>
</tr>
<tr>
<td>Nick Kottmeyer</td>
<td>Completed</td>
<td>01/19/2018 4:04 PM</td>
</tr>
<tr>
<td>Kathy Ostrowski</td>
<td>Completed</td>
<td>01/23/2018 10:13 AM</td>
</tr>
<tr>
<td>James McGuire</td>
<td>Completed</td>
<td>01/23/2018 3:49 PM</td>
</tr>
<tr>
<td>Paul Rafac</td>
<td>Completed</td>
<td>01/25/2018 12:19 PM</td>
</tr>
<tr>
<td>Kathy Ostrowski</td>
<td>Completed</td>
<td>02/01/2018 12:53 PM</td>
</tr>
<tr>
<td>Public Works Committee</td>
<td>Pending</td>
<td>02/06/2018 9:15 AM</td>
</tr>
</tbody>
</table>
**Procurement Review Checklist**

**Procurement Services Division**

This form must accompany all Purchase Order Requisitions
Attach Required Vendor Ethics Disclosure Statement

<table>
<thead>
<tr>
<th>Vendor: Columbia Pipe &amp; Supply Co.</th>
<th>Contract Total: $6,654.48</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dept: Public Works</td>
<td>Contract Term: N/A</td>
</tr>
<tr>
<td>Contact: Sean Reese</td>
<td>Vendor #: 13090</td>
</tr>
<tr>
<td>Phone: 630-985-7400</td>
<td></td>
</tr>
<tr>
<td>Assigned Committee: Public Works</td>
<td></td>
</tr>
</tbody>
</table>

**Description of Procurement/Scope of Work/Background**

Fifty six (56) 4-inch butterfly valves in the amount of $6,654.48 per E-Quote #18-012-JM.

**Reason for Procurement**

These butterfly valves will replace the current aged and failing butterfly valves located in the aeration tank at the Woodridge Greene Valley Wastewater Treatment Facility.

**FUNDING SOURCE**

- [ ] Procurement budgeted for (FY and budget code(s)): 2000-2555-52250
- [ ] Budget Transfer (Date) – Add'l Information

**DECISION MEMO NOT REQUIRED**

- [X] LOWEST RESPONSIBLE QUOTE # or BID # 18-012-JM (QUOTE < $25,000, BID ≥ $25,000; attach Tabulation)
- [ ] RENEWAL, Enter Bid # ___________________________  [ ] Intergovernmental Agreement
- [ ] SOLE SOURCE per DuPage County Purchasing Ordinance, Article 4-102(5) (attach Sole Source Justification form)
- [ ] PER 55 ILCS 5/5-1022 'Competitive Bids' (d) IT/Telecom purchases under $35,000.00  [ ] Public Utility
- [ ] PER 55 ILCS 5/5-1022 'Competitive Bids' (c) not suitable for competitive bidding. Explain below:

**DECISION MEMO REQUIRED**

- [ ] Cooperative Procurement (DPC4-107) or Government Joint Purchasing Act Procurement (30ILCS525)
- [ ] EXPLANATION OF REQUEST FOR PROPOSAL RFP # ___________________________  (Include Evaluation Summary if applicable)
- [ ] RENEWAL OF RFP # ___________________________
- [ ] PROFESSIONAL SERVICES EXCLUDED per DuPage Ordinance (4-108) and 50 ILCS 510/2 (Architects, Engineers and Land Surveyors)
- [ ] OTHER PROFESSIONAL SERVICES (detail vetting process on Decision Memo)
- [ ] REQUEST WAIVER OF COUNTY BID RULES (only allowable to Statutory Limits)
- [ ] OTHER THAN LOWEST RESPONSIBLE, BID # ___________________________

**PREPARED BY AND APPROVAL(S) (Initials Only)**

<table>
<thead>
<tr>
<th>Prepared By</th>
<th>Date</th>
<th>Recommended for Approval</th>
<th>Date</th>
<th>IT Approval, if required</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1/19/2018</td>
<td></td>
<td>1/19/2018</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**REVIEWED BY (Initials Only)**

<table>
<thead>
<tr>
<th>Buyer</th>
<th>Date</th>
<th>Procurement Officer</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1-23-18</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Chief Financial Officer</th>
<th>Date</th>
<th>Chairman's Office</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>(Decision Memos Over $25,000)</td>
<td></td>
<td>(Decision Memos Over $25,000)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>1-25-18</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Packet Pg. 99**

FORM OPTIMIZED FOR ADOBE READER 9 OR LATER

9/11/17
COUNTY OF DU PAGE, ILLINOIS
PROCUREMENT SERVICES DIVISION
QUOTE TABULATION

QUOTATION #18-012-JM
4" BUTTERFLY VALVES
QUOTE DUE DATE: 01/03/18

<table>
<thead>
<tr>
<th>COMPANY NAME</th>
<th>TOTAL QUOTE SUBMITTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>COLUMBIA PIPE</td>
<td>$ 6,654.48</td>
</tr>
<tr>
<td>ROYAL PIPE &amp; SUPPLY</td>
<td>$ 8,904.00</td>
</tr>
<tr>
<td>UNDERGROUND PIPE &amp; VALVE CO.</td>
<td>$ 12,600.00</td>
</tr>
<tr>
<td>WATER PRODUCTS CO.</td>
<td>$ 13,440.00</td>
</tr>
<tr>
<td>ZIEBELL WATER SERVICE PRODUCTS, INC.</td>
<td>$ 18,197.20</td>
</tr>
<tr>
<td>HP PRODUCTS FERGUSON ENTERPRISES</td>
<td>$ 24,902.64</td>
</tr>
</tbody>
</table>

INVITATIONS SENT: 26  TOTAL QUOTES RECEIVED: 6

Joan McAvoy
DuPage County Buyer
X6181
DuPage County Procurement Services Division
Joan McAvoy, Buyer II / Procurement Services Division
421 North County Farm Road, Room 3-400
Wheaton, Illinois 60187
(630) 407-6181
(630) 407-6201 Fax
Joan.McAvoy@dupageco.org

QUOTE #18-012-JM
4" BUTTERFLY VALVES

DuPage County Public Works would like to receive Quotes for a one-time purchase of 4" Butterfly Valves with specifications listed below.

If interested, please submit via e-mail, your written quote, (completed on this form), to this office no later than:

WEDNESDAY, JANUARY 3, 2018 @ 4:00 p.m.

Specifications:
4" Butterfly Valves: Qty 56
Body: Ductile/Cast Iron Body, Lugged Construction
Operation: Gear Operated
Disc: 316ss
Seat: Elastomer suitable for Air Service of max 250F at max 10psi

Ship to Information:
DuPage County Public Works
7900 S. Route 53
Woodridge, IL 60517

<table>
<thead>
<tr>
<th>BUTTERFLY VALVE MANUFACTURER, ITEM NUMBER, Etc.</th>
<th>PRICE EACH</th>
<th>QUANTITY</th>
<th>EXTENDED TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sharpe 4-17L-2641-2</td>
<td>$118.93</td>
<td>56</td>
<td>$6,654.18</td>
</tr>
</tbody>
</table>

Shipping Charges (if any) $0 TO WOODRIDGE

Total Lump Sum Quote $6,654.48

LEAD TIME AFTER RECEIPT OF ORDER: 30 PCS STOCK BALANCE EARLY APRIL
SUBJECT TO PRICE SALE

(signature and title)

QUOTATION MUST BE SIGNED FOR CONSIDERATION

Q18-012-JM
Page 1 of 2
COUNTY OF DU PAGE, ILLINOIS

(PLEASE TYPE OR PRINT THE FOLLOWING INFORMATION)

<table>
<thead>
<tr>
<th>Full Business Name of Bidder</th>
<th>Columbia Pipe &amp; Supply Co.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Main Business Address</td>
<td>1120 W. Peckweg Rd</td>
</tr>
<tr>
<td>City, State, Zip Code</td>
<td>Chicago, IL 60609</td>
</tr>
<tr>
<td>Telephone Number</td>
<td>(773) 927-16000</td>
</tr>
<tr>
<td>Email Address</td>
<td><a href="mailto:mgonzalez@ColumbiaPipe.com">mgonzalez@ColumbiaPipe.com</a></td>
</tr>
<tr>
<td>Fax Number</td>
<td>(815) 744-1504</td>
</tr>
<tr>
<td>Bid Contact Person</td>
<td>MARIO GONZALEZ (815) 773-1910 DIRECT</td>
</tr>
</tbody>
</table>

QUOTE AWARD CRITERIA:

This quote will be awarded to the lowest responsive, responsible vendor meeting specifications based upon the Lowest Lump Sum Quotation.

Please include the attached forms:
1. Signed W-9 form
2. Signed Vendor Ethics Disclosure form

Scan and email quotes to Joan.McAvoy@dupageco.org. Or FAX to (630) 407-6201.

Best Regards,
Joan McAvoy
DuPage County Buyer II
Procurement Services Division
421 N. County Farm Rd.
Wheaton, IL 60187
630-407-6181
## Purchase Requisition
### Procurement Services Division

**Date:** Jan 17, 2018

### Send Purchase Order To:
- **Vendor:** Columbia Pipe & Supply Co.
- **Vendor #:**
- **Attn:** Mario Gonzalez
- **Email:** mgonzalez@columbiapipe.com
- **Address:** 1120 W. Pershing Road
- **City:** Chicago
- **State:** IL
- **Zip:** 60009
- **Phone:** 773-927-6600

### Send Invoices To:
- **Dept:** DuPage County Public Works
- **Division:**
- **Attn:** Accounts Payable
- **Email:** pwaccountspayable@dupageco.org
- **Address:** 7900 S. Route 53
- **City:** Woodridge
- **State:** IL
- **Zip:** 60517
- **Phone:** 630-985-7400
- **Fax:** 630-985-4802

### Send Payments To:
- **Vendor:** SAME
- **Vendor #:**
- **Attn:**
- **Email:**
- **Address:**
- **City:**
- **State:** IL
- **Zip:**
- **Phone:**
- **Fax:**

### Payment Terms
- **F.O.B.:**
- **PER 50 ILCS 505/1**
- **Destination:**

### PO 20 Delivery Date
- **Requisitioner:** Amy Arlowe/Dawn Carbone

### Use for
- **PO25 only**

### LN Qty UOM Item Detail (Product #) Description FY Dept # Acctg Unit Acct # Sub-Accts and/or Activity # Unit Price Extension

<table>
<thead>
<tr>
<th>LN</th>
<th>Qty</th>
<th>UOM</th>
<th>Item Detail (Product #)</th>
<th>Description</th>
<th>FY</th>
<th>Dept #</th>
<th>Acctg Unit</th>
<th>Acct #</th>
<th>Sub-Accts and/or Activity #</th>
<th>Unit Price</th>
<th>Extension</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>56</td>
<td>EA</td>
<td>4&quot; butterfly valves per E-Quote #18-012-JM</td>
<td></td>
<td>2000</td>
<td>2555</td>
<td>52250</td>
<td></td>
<td></td>
<td>118.83</td>
<td>6,654.48</td>
</tr>
</tbody>
</table>

### Requisition Total $ 6,654.48

### Header Comments (these comments will appear on the PO20 and PO25 Purchase Order):

### Special Instructions/Comments to Buyer or Approver (these comments will NOT appear on the Purchase Order):

### User Department Internal Notes (these comments will NOT appear on the Purchase Order):
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: 1/18/2018
Bid/Contract/PO #: 18-012-51

Company Name: Columbia Pipe & Supply Inc
Company Contact: John Waddington
Contact Phone: 773-927-6400
Contact Email: Jwaddlington@columbiapipe.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 resulting in an aggregate amount at or in excess of $25,000, shall provide to Procurement Services Division a written disclosure of all political campaign contributions made by such contractor, union, or vendor within the current and previous calendar year to any incumbent county board member, county board chairman, or countywide elected official whose office the contract to be awarded will benefit. The contractor, union or vendor shall update such disclosure annually during the term of a multi-year contract and prior to any change order or renewal requiring approval by the county board. For purposes of this disclosure requirement, "contractor or vendor" includes owners, officers, managers, lobbyists, agents, consultants, bond counsel and underwriters counsel, subcontractors and corporate entities under the control of the contracting person, and political action committees to which the contracting person has made contributions.

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

<table>
<thead>
<tr>
<th>Recipient</th>
<th>Donor</th>
<th>Description (e.g. cash, type of item, in-kind services, etc.)</th>
<th>Amount/Value</th>
<th>Date Made</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>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</th>
<th>Telephone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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

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

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

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

Authorized Signature

Printed Name: John Waddington
Title: Segment Manager
Date: 1/18/2018

Attach additional sheets if necessary. Sign each sheet and number each page. Page ______ of _______ (total number of pages)
Requisition under 25k dollars

2018-62
### PROCUREMENT REVIEW CHECKLIST
**REQUISITION**

This form must accompany all County Purchase Requisitions.

#### NEW PURCHASE ORDER REQUEST

<table>
<thead>
<tr>
<th>DATE SUBMITTED</th>
<th>CONTRACT TERM</th>
<th>CONTRACT TOTAL AMOUNT</th>
<th>REQUESTING DEPT.</th>
<th>FACILITIES MANAGEMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 17, 2018</td>
<td></td>
<td>$23,175.00</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### SOLICITATION METHOD FOR SOURCE SELECTION

<table>
<thead>
<tr>
<th>Name</th>
<th>Status</th>
<th>Date and Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Laura Grobe</td>
<td>Completed</td>
<td>01/17/2018 1:09 PM</td>
</tr>
<tr>
<td>Tim Harbaugh</td>
<td>Completed</td>
<td>01/17/2018 4:12 PM</td>
</tr>
<tr>
<td>Nick Kottmeyer</td>
<td>Completed</td>
<td>01/18/2018 1:37 PM</td>
</tr>
<tr>
<td>Kathy Ostrowski</td>
<td>Completed</td>
<td>01/19/2018 8:23 AM</td>
</tr>
<tr>
<td>Jennifer A. Sinn</td>
<td>Completed</td>
<td>01/19/2018 11:08 AM</td>
</tr>
<tr>
<td>James McGuire</td>
<td>Completed</td>
<td>01/30/2018 12:33 PM</td>
</tr>
<tr>
<td>Paul Rafac</td>
<td>Completed</td>
<td>01/31/2018 7:38 AM</td>
</tr>
<tr>
<td>Kathy Ostrowski</td>
<td>Completed</td>
<td>02/01/2018 12:57 PM</td>
</tr>
<tr>
<td>Public Works Committee</td>
<td>Pending</td>
<td>02/06/2018 9:15 AM</td>
</tr>
<tr>
<td>LN</td>
<td>Qty</td>
<td>UOM</td>
</tr>
<tr>
<td>----</td>
<td>-----</td>
<td>-----</td>
</tr>
<tr>
<td>1</td>
<td>1</td>
<td>EA</td>
</tr>
</tbody>
</table>

**Header Comments** (these comments will appear on the PO20 and PO25 Purchase Order):

Furnish and install (2) cathodic protection systems for the JOF

**Special Instructions/Comments to Buyer or Approver** (these comments will **NOT** appear on the Purchase Order):

**User Department Internal Notes** (these comments will **NOT** appear on the Purchase Order):

PW 2/06/18 Job #1800633
JUSTIFICATION FOR SOLE SOURCE

(PLEASE COMPLETE AND ATTACH TO PURCHASE REQUISITION)

<table>
<thead>
<tr>
<th>REQUISITION #</th>
<th>DEPARTMENT</th>
<th>Facilities Management</th>
</tr>
</thead>
<tbody>
<tr>
<td>MANUFACTURER</td>
<td>Corpro Companies, Inc.</td>
<td>PRODUCT #</td>
</tr>
</tbody>
</table>

DESCRIBE ITEM BEING JUSTIFIED AND ITS FUNCTION:

Cathodic protection is necessary for the sanitary and the storm water pump stations located outside of the Judicial Office Facility. Cathodic protection will increase the life of the metal pump station wet well by preventing corrosion.

THIS IS A SOLE SOURCE BECAUSE VENDOR IS:

☐ sole provider of a licensed or patented good or service
☐ sole provider of items that are compatible with existing equipment, inventory, systems, programs or services
☐ sole provider of factory-authorized warranty service
☐ sole authorized distributor – manufacturer has established territories (e.g. Caterpillar parts) (Please attach letter from the manufacturer)
☐ the manufacturer (please detail below or attach information regarding why only this manufacturers product can be used)
☐ the software manufacturer (and sole maintenance/update provider)
☐ other – (please detail below or in an attachment)

Cathodic protection has been standardized throughout the County facilities allowing the Public Works Electrical staff to know and maintain this equipment.

REQUESTED SOURCE | Corpro Companies, Inc. |
PHONE | 630-267-9253 |
CONTACT | Daniel Vladovich |
WEBSITE | www.corpro.com |

WHAT NECESSARY AND UNIQUE FEATURES DOES THIS VENDOR'S PRODUCT OR SERVICE PROVIDE WHICH ARE NOT AVAILABLE FROM OTHER VENDORS? (Please be specific)

All County owned water towers are operated using Corpro brand equipment; this equipment is maintained by the Public Works Electrical staff.

HAS THE MARKET BEEN TESTED LATELY (LAST 12 MONTHS) ON THE APPLICABILITY OF SOLE SOURCE? (If not, why not?)

No, Corpro is the manufacturer of the cathodic protection.

WHAT STEPS WERE TAKEN TO VERIFY THAT THESE FEATURES ARE NOT AVAILABLE ELSEWHERE? WERE OTHER BRANDS/MANUFACTURERS EXAMINED? (Please list other products or services examined – include names & phone numbers of people contacted)

Corpro is the manufacturer of all corrosion control for County owned water towers.

DEPARTMENT APPROVAL 1/17/2018
PURCHASING REVIEW 1-25-18
Signature on File
Packet Pg. 108
Mr. Jim Joers  
Du Page County Public Works  
505 County Farm Road  
Wheaton, IL 60187  
Phone: 630.903.7072  
Fax: 630.407.5701  
mailto: jim.joers@dupageco.org

December 12, 2017

Proposal #17374
Subject: Lump Sum Proposal for Two Pump Stations

Dear Mr. Joers

In response to your request Corrpro Companies, Inc. is pleased to submit this proposal.

Scope of Work – Two Pump Stations

Corrpro will provide design, materials and construction services to install two impressed current cathodic protection systems. Corrpro will provide all necessary material and labor to complete the job. The scope of work is as follows:

➢ Design impressed current cathodic protection (ICCP) for one 6' diameter by 15' deep and one 12' diameter by 32' deep pump stations.
   o Perform design calculation
   o Prepare shop drawings and submittals
➢ Provide materials for ICCP system
   o Rectifier, Air-cooled 120V AC single phase input
   o Anodes w/HMWPE lead wires
   o Coke Breeze and bentonite
   o Anode Junction box
   o HMWPE positive and negative cables
➢ Install one (1) cathodic protection column with 3 anodes per station
   o Holes will be dug by non-mechanical means to a depth of 5ft
   o Drilled to near station depth auger type Drill Rig
   o Lower anodes into column
   o Top load coke
   o Fill the inactive portion of the anode column with native soil/bentonite pellets
➢ Hydro-vac excavate up to 24" depth or as needed to run positive and negative cables.
➢ Grade/seed/mulch work areas
➢ Perform post-installation testing and prepare a written report
➢ Provide as-built drawings
Pricing

Corrpro’s pricing will be set as shown below in table.

<table>
<thead>
<tr>
<th>Pricing Terms</th>
<th>Quantity</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Design/Supply/Install/Test ICCP for two pump stations</td>
<td>1</td>
<td>$23,175.00</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td>$23,175.00</td>
</tr>
</tbody>
</table>

SERVICES/MATERIALS SUPPLIED BY OTHERS (NOT CORRPRO)

1) Permitting
2) Installation of the AC service to the rectifiers.
3) Limited to 1 hour of on-site safety training
4) If soil is contaminated and cannot be reused, the transportation, disposal and supply of new fill is by others
5) All underground utility markings

TERMS AND CONDITIONS

1. Proposal Validity: Valid for 60 days.
2. Payment Terms: Net 30 w/ approved credit with invoicing based upon work completed to date.
3. Taxes: Taxes will be added unless a valid tax exempt certificate is provided.
4. Notice Required: 10 weeks’ notice is requested for delivery.
5. Should standby time occur through no fault of Corrpro, an hourly rate of $325.00 per crew per hour will be charged.
6. This proposal is subject in all respects to the Corrpro Standard Terms and Conditions attached as Exhibit A and incorporated into this proposal by reference. In the event of any conflict or inconsistency between the provisions of this proposal and the Corrpro Standard Terms and Conditions, the provisions of this proposal shall prevail to the extent of such conflict or inconsistency. The Corrpro Standard Terms and Conditions are also available at www.corrpro.com/Resources/Sales-Terms-Conditions.

We appreciate the opportunity to submit this proposal. If you find it acceptable please issue a written PO or sign below. Should you have any questions or require any further information regarding this proposal, please contact me at 630-483-2500.

Sincerely,

__________________________
Scott W. Crimmins
Senior Engineer/Estimator - Chicago
Corrpro Companies, Inc.
c: 847-682-3207 | scrimmins@aegion.com

__________________________
Daniel Vladovich
Accounts Manager - Chicago
Corrpro Companies, Inc.
c: 630.267.9253 | dvladovich@aegion.com
CLIENT PROPOSAL APPROVAL ON CORRPRO REFERENCE # 17374 (complete below):

Authorized Signature

Typed or Printed Name

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: 1/08/2018

Company Name: Corrpro Companies
Contact Phone: 630-483-2500
Company Contact: Nick Gryga
Contact Email: ngryga@aegion.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 resulting in an aggregate amount at or in excess of $25,000, shall provide to Procurement Services Division a written disclosure of all political campaign contributions made by such contractor, union, or vendor within the current and previous calendar year to any incumbent county board member, county board chairman, or countywide elected official whose office the contract to be awarded will benefit. The contractor, union or vendor shall update such disclosure annually during the term of a multi-year contract and prior to any change order or renewal requiring approval by the county board. For purposes of this disclosure requirement, "contractor or vendor" includes owners, officers, managers, lobbyists, agents, consultants, bond counsel and underwriters counsel, subcontractors and corporate entities under the control of the contracting person, and political action committees to which the contracting person has made contributions.

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

<table>
<thead>
<tr>
<th>Recipient</th>
<th>Donor</th>
<th>Description (e.g. cash, type of item, in-kind services, etc.)</th>
<th>Amount/Value</th>
<th>Date Made</th>
</tr>
</thead>
</table>

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.

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

<table>
<thead>
<tr>
<th>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</th>
<th>Telephone</th>
<th>Email</th>
</tr>
</thead>
</table>

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

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

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

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

Authorized Signature: Signature on file

Printed Name: Nicholas Gryga
Title: Operations Manager
Date: 1/08/2018

Attach additional sheets if necessary. Sign each sheet and number each page. Page 1 of 1 (total number of pages)
**Procurement Review Checklist**
**Procurement Services Division**

This form must accompany all Purchase Order Requisitions
Attach Required Vendor Ethics Disclosure Statement

---

**Vendor:** Corpro Companies, Inc.  
**Vendor #:** 15277  
**Dept:** Facilities Management  
**Contact:** Bill Bower  
**Phone:** 630-816-3070  
**Assigned Committee:** PW 2/6/18

**Contract Term:** through 11/30/18  
**Contract Total:** $23,175.00

---

**Description of Procurement/Scope of Work/Background:** Recommendation for the approval of a contract purchase order to Corpro Companies, Inc., to furnish and install two (2) cathodic protection systems for pump stations, for the Judicial Office Facility, for a total contract amount not to exceed $23,175.00.

**Reason for Procurement:** Cathodic protection is necessary for the sanitary and the storm water pump stations located outside of the Judicial Office Facility. Cathodic protection will increase the life of the metal pump station wet well by preventing corrosion.

---

**FUNDING SOURCE**

- Procurement budgeted for (FY and budget code(s)): 1000-1160-54110-1100
- Budget Transfer (Date) ______________ Add'l Information ____________

---

**DECISION MEMO NOT REQUIRED**

- LOWEST RESPONSIBLE QUOTE # or BID # __________________ (QUOTE < $25,000, BID > $25,000; attach Tabulation)
- RENEWAL, Enter Bld # ______________ Intergovernmental Agreement
- SOLE SOURCE per DuPage County Purchasing Ordinance, Article 4-102(S) (attach Sole Source Justification form)
- PER 55 ILCS 5/5-1022 'Competitive Bids' (d) IT/Telecom purchases under $35,000.00  
  - Public Utility
- PER 55 ILCS 5/5-1022 'Competitive Bids' (c) not suitable for competitive bidding. Explain below:
  - Cathodic protection systems are standardized throughout the County facilities for consistency of maintenance

---

**DECISION MEMO REQUIRED**

- Cooperative Procurement (DPC4-107) or Government Joint Purchasing Act Procurement (30ILCS525)
- EXPLANATION OF REQUEST FOR PROPOSAL RFP # ______________ (include Evaluation Summary if applicable)
- RENEWAL OF RFP # ______________
- PROFESSIONAL SERVICES EXCLUDED per DuPage Ordinance (4-108) and 50 ILCS 510/2 (Architects, Engineers and Land Surveyors)
- OTHER PROFESSIONAL SERVICES (detail vetting process on Decision Memo)
- REQUEST WAIVER OF COUNTY BID RULES (only allowable to Statutory Limits)
- OTHER THAN LOWEST RESPONSIBLE, BID # ______________

---

**PREPARED BY AND APPROVAL(S) (Initials Only)**

<table>
<thead>
<tr>
<th>Prepared By</th>
<th>Date</th>
<th>Recommended for Approval</th>
<th>Date</th>
<th>IT Approval, if required</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Jan 16, 2018</td>
<td>1/17/2018</td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

**REVIEWED BY (Initials Only)**

<table>
<thead>
<tr>
<th>Buyer</th>
<th>Date</th>
<th>Procurement Officer</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1-25-18</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Chief Financial Officer</td>
<td>1-30-18</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**FINANCE**

<table>
<thead>
<tr>
<th>Date</th>
<th>Chairman's Office</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>2018 JUN 17</td>
<td>AM 10:38</td>
<td></td>
</tr>
</tbody>
</table>

---

**Attachment:** Corpro Companies - Checklist (2018-62 : FM Corpro Companies, Inc.)
AWARDING RESOLUTION
ISSUED TO BUTLER CHEMICAL CO., INC.,
TO FURNISH AND DELIVER WATER TREATMENT CHEMICALS
FOR FACILITIES MANAGEMENT
(CONTRACT TOTAL AMOUNT: $105,000.00)

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

WHEREAS, the Public Works Committee recommends County Board approval for the issuance of a contract purchase order to Butler Chemical Co., Inc., to furnish and deliver water treatment chemicals, as needed, for campus facilities, for the three-year period of February 14, 2018 through February 13, 2021, for Facilities Management.

NOW, THEREFORE BE IT RESOLVED, that County Contract, covering said, to furnish and deliver water treatment chemicals, as needed, for campus facilities, for the three year period of February 14, 2018 through February 13, 2021, for Facilities Management, be, and it is hereby approved for issuance of a contract purchase order by the Procurement Division to, Butler Chemical Co., Inc., 1720 S. Wright Blvd., Schaumburg, IL 60193, for a total contract amount not to exceed $105,000.00, per lowest responsible bid #18-018-GV.

Enacted and approved this 13th day of February, 2018 at Wheaton, Illinois.

DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

Attest: _________________________________

PAUL HINDS, COUNTY CLERK
**PROCUREMENT REVIEW CHECKLIST**

**REQUISITION**

This form must accompany all County Purchase Requisitions.

<table>
<thead>
<tr>
<th>DATE SUBMITTED</th>
<th>CONTRACT TOTAL AMOUNT</th>
<th>CONTRACT TERM</th>
<th>REQUESTING DEPT.</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 19, 2018</td>
<td>$105,000.00</td>
<td>FEBRUARY 14, 2018 THROUGH FEBRUARY 13, 2021</td>
<td>FACILITIES MANAGEMENT</td>
</tr>
</tbody>
</table>

**SOLICITATION METHOD FOR SOURCE SELECTION**

No Decision Memo Required  Lowest Responsible Bidder - See attached tabulation

- Laura Grobe  Completed  01/19/2018 9:52 AM
- Tim Harbaugh  Completed  01/19/2018 11:06 AM
- Nick Kottmeyer  Completed  01/19/2018 4:04 PM
- Kathy Ostrowski  Completed  01/23/2018 11:43 AM
- James McGuire  Completed  01/30/2018 12:34 PM
- Paul Rafac  Completed  01/31/2018 7:36 AM
- Kathy Ostrowski  Completed  02/01/2018 3:02 PM
- Public Works Committee  Pending  02/06/2018 9:15 AM
- Finance Committee  Pending  02/13/2018 8:00 AM
- County Board  Pending  02/13/2018 10:00 AM
**Purchase Requisition**  
**Procurement Services Division**

**Send Purchase Order To:**  
Vendor: Butler Chemical Co., Inc.  
Vendor #:  
Attn: Michael J. Jones  
Email: butlermjj@sbcglobal.net  
Address: 1720 S. Wright Blvd.  
City: Schaumburg  
State: IL  
Zip: 60193  
Phone: 847-352-0885  
Fax: 847-352-0630

**Send Invoices To:**  
Vendor #:  
Attn: Tim Harbaugh  
Email: mary.ventrella@dupageco.org  
Address: 421 N. County Farm Road  
City: Wheaton  
State: IL  
Zip: 60187  
Phone: 630-407-5700  
Fax: 630-407-5701

**Send Payments To:**  
Vendor #:  
Attn: Dan Baran  
Email: dan.baran@dupageco.org  
Address: 410 N. County Farm Road  
City: Wheaton  
State: IL  
Zip: 60187  
Phone: 630-407-2687  
Fax:  

**Ship To:**  
Vendor #:  
Attn: Dan Baran  
Email: dan.baran@dupageco.org  
Address: 410 N. County Farm Road  
City: Wheaton  
State: IL  
Zip: 60187  
Phone: 630-407-2687  
Fax:  

<table>
<thead>
<tr>
<th>LN</th>
<th>Qty</th>
<th>UOM</th>
<th>Item Detail (Product #)</th>
<th>Description</th>
<th>FY</th>
<th>Dept #</th>
<th>Acctg Unit</th>
<th>Acct #</th>
<th>Sub-Accts and/or Activity #</th>
<th>Unit Price</th>
<th>Extension</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>1</td>
<td>LO</td>
<td>Bulk Chemicals</td>
<td></td>
<td>1000</td>
<td>1100</td>
<td>52330</td>
<td></td>
<td></td>
<td>105,000.00</td>
<td>105,000</td>
</tr>
</tbody>
</table>

**Requisition Total:**  
$ 105,000.00

**Header Comments** (these comments will appear on the PO20 and PO25 Purchase Order):  
Furnish and deliver water treatment chemicals, as needed.

**Special Instructions/Comments to Buyer or Approver** (these comments will NOT appear on the Purchase Order):  

**User Department Internal Notes** (these comments will NOT appear on the Purchase Order):  
Public Works Committee: 02/06/18  
County Board: 02/13/18
BID #18-018-GV
FURNISH & DELIVER WATER TREATMENT CHEMICALS FOR A THREE (3) YEAR PERIOD
BID OPENING DATE: JANUARY 15, 2018 1:00 P.M.

<table>
<thead>
<tr>
<th>RESPONSIBLE BIDS:</th>
<th>TOTAL BID AMOUNT FOR A THREE (3) YEAR PERIOD</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUTLER CHEMICAL COMPANY, INC</td>
<td>$128,355.00</td>
</tr>
<tr>
<td>EARTHWISE ENVIRONMENTAL, INC</td>
<td>$156,243.24*</td>
</tr>
<tr>
<td>H-O-H WATER TECHNOLOGY, INC</td>
<td>$129,087.24*</td>
</tr>
</tbody>
</table>

*CORRECTED TOTALS

NON-RESPONSIBLE BIDS:

NO BID RESPONSES: SHANNON CHEMICAL CORPORATION, UNIVAR USA

BID OPENING ATTENDED BY:

Glenda Vasak, DuPage County Buyer
Cathlyn Hicks, Division Assistant
Dan Baran, Facilities Management
John Murray, Earthwise Environmental, Inc
Paul Boblak, H-O-H Water Technology, Inc
Michael Jones, Butler Chemical Company, Inc

<table>
<thead>
<tr>
<th>INVITATIONS SENT:</th>
<th>23</th>
</tr>
</thead>
<tbody>
<tr>
<td>POTENTIAL BIDDERS REQUESTING BID DOCUMENTS:</td>
<td>19</td>
</tr>
<tr>
<td>TOTAL BID RESPONSES RECEIVED:</td>
<td>3</td>
</tr>
</tbody>
</table>
Required Vendor Ethics Disclosure Statement

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

<table>
<thead>
<tr>
<th>Company Name</th>
<th>Contact Phone</th>
<th>Company Contact</th>
<th>Contact Email</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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 resulting in an aggregate amount at or in excess of $25,000, shall provide to Procurement Services Division a written disclosure of all political campaign contributions made by such contractor, union, or vendor within the current and previous calendar year to any incumbent county board member, county board chairman, or countywide elected official whose office the contract to be awarded will benefit. The contractor, union or vendor shall update such disclosure annually during the term of a multi-year contract and prior to any change order or renewal requiring approval of 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.

<table>
<thead>
<tr>
<th>Recipient</th>
<th>Donor</th>
<th>Description (e.g., cash, type of item, legal services, etc.)</th>
<th>Amount/Value</th>
<th>Date Made</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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 contract bid and shall update such disclosure with any changes that may occur.

<table>
<thead>
<tr>
<th>Lobbyists, Agents and Representatives and all individuals who are or will have contact with county officers or employees in relation to the contract bid</th>
<th>Telephone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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 contract action, whichever is sooner.
- 30 days prior to the optional renewal of any contract.
- Annual disclosure for multi-year contracts on the anniversary of said contract.
- With any request for change order except those issued by the county for administrative adjustments.

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

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

Authorized Signature: [Redacted]

Printed Name: [Redacted]

Title: [Redacted]

Date: [Redacted]

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

**Procurement Services Division**

This form must accompany all Purchase Order Requisitions
Attach Required Vendor Ethics Disclosure Statement

<table>
<thead>
<tr>
<th>Vendor: Butler Chemical Co., Inc.</th>
<th>Vendor #:</th>
<th>Contract 02/14/18 through Term: 02/13/2021</th>
<th>Contract Total: $105,000.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dept: Facilities Management</td>
<td>Contact: Tim Harbaugh</td>
<td>Phone: 630-407-5700</td>
<td>Assigned Committee: Public Works: 02/06/18 County Board: 02/13/18</td>
</tr>
</tbody>
</table>

**Description of Procurement/Scope of Work/Background**
Recommendation for the approval of a contract purchase order to furnish and deliver water treatment chemicals, as needed, for campus facilities, for a contract total amount of $105,000.00, per lowest responsible bid #18-018-GV.

**Reason for Procurement**
Water treatment chemicals are necessary to treat the water in the campus cooling towers, boilers, closed loop system, and high temperature hot water systems. Without proper chemical treatment, the systems could be damaged beyond repair due to corrosion.

**FUNDING SOURCE**

- [x] Procurement budgeted for (FY and budget code(s)): 1000-1100-52330
- [ ] Budget Transfer (Date) ________________ Add'l Information ________________

**DECISION MEMO NOT REQUIRED**

- [x] LOWEST RESPONSIBLE QUOTE # or BID # Bid #18-018-GV (QUOTE < $25,000, BID ≥ $25,000; attach Tabulation)
- [ ] RENEWAL, Enter Bid # ______________________ Intergovernmental Agreement
- [ ] SOLE SOURCE per DuPage County Purchasing Ordinance, Article 4-102(5) (attach Sole Source Justification form)
- [ ] PER 55 ILCS 5/5-1022 'Competitive Bids' (d) IT/Telecom purchases under $35,000.00
- [ ] PER 55 ILCS 5/5-1022 'Competitive Bids' (c) not suitable for competitive bidding. Explain below:

**DECISION MEMO REQUIRED**

- [ ] Cooperative Procurement (DPC4-107) or Government Joint Purchasing Act Procurement (30ILCS525)
- [ ] EXPLANATION OF REQUEST FOR PROPOSAL RFP # __________________________ (include Evaluation Summary if applicable)
- [ ] RENEWAL OF RFP # __________________________
- [ ] PROFESSIONAL SERVICES EXCLUDED per DuPage Ordinance (4-108) and 50 ILCS 510/2 (Architects, Engineers and Land Surveyors)
- [ ] OTHER PROFESSIONAL SERVICES (detail vetting process on Decision Memo)
- [ ] REQUEST WAIVER OF COUNTY BID RULES (only allowable to Statutory Limits)
- [ ] OTHER THAN LOWEST RESPONSIBLE, BID # __________________________

**PREPARED BY AND APPROVAL(S) (Initials Only)**

- [ ] Prepared By: ____________________________________________ Date: Jan 17, 2018
- [ ] Recommended for Approval: ____________________________ Date: 1-18-18
- [ ] Approved, If Required: ____________________________ Date: 1-18-18

**REVIEWED BY (Initials Only)**

- [ ] Buyer: ____________________________________________ Date: 1/29/18
- [ ] Procurement Officer: ____________________________ Date: 1-27-18
- [ ] Chief Financial Officer (Decision Memos Over $25,000): ____________________________ Date: 1/21-18
- [ ] Chairman's Office (Decision Memos Over $25,000): ____________________________ Date: 1-18-18

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**Attachment:** Butler Chemical - Checklist (FM-P-0042-18 : FM-Butler Chemical)

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**Packet Pg. 119**
DATE: February 6, 2018  

TO: Jim Healy, Chairman, Public Works Committee  
Members of the Public Works Committee  

FROM: Tim Harbaugh, Deputy Director of Facilities  
James McGuire, Procurement Officer  

C.c. Paul Rafac, CFO  
Nick Kottmeyer, Director of Public Works and Operations  

RE: Recommendation to reject all bids received for Bid #18-007-DT  

COMMITTEE ACTION REQUESTED: Reject all responsible bids received, Bid #18-007-DT, Northern Campus Tree Program, bid opened January 19, 2018.  

Staff believes that by adjusting the scope of work and rebidding the project, it is fiscally advantageous for DuPage County. Changes to the bid specifications include refining the bid sheet, bidding native seeding as an alternate, and refining the bid specifications.  

This project is partially funded by a $15,000 grant administered by the Morton Arboretum.  

According to the DuPage County Procurement Code, **4-103 BOARD LEVEL PROCUREMENTS - COMPETITIVE SEALED BIDDING** The Parent Committee and/or County Board reserves the right to accept or reject any or all bids/proposals and to waive any technicalities in the document.
#18-007-DT  
NORTHERN CAMPUS TREE PROGRAM  
BID OPENING DATE: JANUARY 17, 2018 3:00 P.M.

<table>
<thead>
<tr>
<th>BIDS</th>
<th>NO. 1 BASE BID FOR GENERAL PLANTING AND SEEDING</th>
<th>NO. 2 UNIT PRICES</th>
<th>TOTAL BID PRICE (No. 1 + No. 2 + 20% Contingency)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Conservation Land Stewardship, LLC</td>
<td>$129,958.12</td>
<td>$8,516.11</td>
<td>$166,169.08*</td>
</tr>
<tr>
<td>Encap, Inc.</td>
<td>$218,421.50</td>
<td>$9,874.33*</td>
<td>$273,955.00*</td>
</tr>
<tr>
<td>Tallgrass Restoration, LLC</td>
<td>$254,024.20</td>
<td>$8,676.08</td>
<td>$315,240.34</td>
</tr>
<tr>
<td>Wingren Landscape, Inc.</td>
<td>Deemed Non-Responsive; did not acknowledge receipt of Addendum #1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Breezy Hill Nursery</td>
<td>Deemed Non-Responsive; did not acknowledge receipt of Addendum #1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Storm Tree Services, Inc.</td>
<td>Deemed Non-Responsive; did not submit Bid Security/Bond</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*Corrected Total

BID OPENING ATTENDED BY:
Debby Thompson, CPPB, DuPage County Buyer  
Catlyn Hicks, DuPage County Division I  
Tim Harbaugh, Facilities Management  
Jennifer Boyer, Stormwater Management  
Andi Dierich, Stormwater Management  
Cindy Davenport, Encap  
Patrick Daly, Storm Tree Services

INVITATIONS SENT: 83  
PLAN HOLDERS: 50  
AD DATE: 12/12/17
Resolution  
DT-R-0058-18  

RENEWAL OF MEMBERSHIP AGREEMENT  
BETWEEN THE COUNTY OF DU PAGE, ILLINOIS  
AND  
JULIE, INC.  
(ESTIMATED COUNTY COST $62,000.00)  

WHEREAS, the County of DuPage (hereinafter referred to as COUNTY) is a body corporate and politic and JULIE, INC. (hereinafter referred to as JULIE) is an Illinois not-for-profit corporation that provides utility location services; and  

WHEREAS, the COUNTY is required to be a member of JULIE pursuant to Section 50/3 of the Illinois Underground Utility Facilities Damage Prevention Act (220 ILCS 50/1 et seq.); and  

WHEREAS, Resolution DT-R-0679-16 was approved by the DuPage County Board on November 22, 2016 outlining the rights and responsibilities of the COUNTY and JULIE; and  

WHEREAS, the 2018 fiscal year cost for JULIE services to the Division of Transportation is anticipated to be 40,000.00 and the cost to the Department of Public Works is anticipated to be $22,000.00; and  

WHEREAS, the Transportation and Public Works Committees have reviewed and recommend approval to renew the Membership Agreement for the 2018 fiscal year.  

NOW, THEREFORE, BE IT RESOLVED that the Membership Agreement between the COUNTY and JULIE be hereby renewed for an estimated COUNTY cost of $62,000.00 (Division of Transportation - $40,000.00/ Public Works - $22,000.00).  

Enacted and approved this 13th day of February, 2018 at Wheaton, Illinois.  

________________________________  
DANIEL J. CRONIN, CHAIRMAN  
DU PAGE COUNTY BOARD  

Attest: _________________________________  
PAUL HINDS, COUNTY CLERK