1. CALL TO ORDER

2. ROLL CALL

3. PUBLIC COMMENT

4. PRESENTATION - CENTRAL SIGNAL SYSTEM

5. APPROVAL OF MINUTES

   A. Transportation Committee - Regular Meeting - Tuesday February 20th, 2018

6. CONSENT ITEMS (18)

   A. Consent Item -- Auto Tech Centers, Inc. - 923 SERV - Decrease/Close
   B. Consent Item -- Battery Service Corporation - 1197 SERV - Decrease/Close
   C. Consent Item -- Bluff City Materials, Inc. - 1841 SERV - Decrease/Close
   D. Consent Item -- Genuine Parts Company - 823 SERV - Decrease/Close
   E. Consent Item -- Interstate Power Systems - 1820 SERV - Decrease/Close
   F. Consent Item -- Jerry Haggerty Chevrolet - 1663 SERV - Decrease/Close
   G. Consent Item -- King Transmission Company, Inc. - 1682 SERV - Decrease/Close
   H. Consent Item -- Kramer Tree Specialists, Inc. - 1814 SERV - Decrease/Close
   I. Consent Item -- LRS Holdings LLC - 1801 SERV - Decrease/Close
   J. Consent Item -- Marcott Enterprises, Inc. - 1773 SERV - Decrease/Close
   K. Consent Item -- Plote Construction, Inc. - 1786 SERV - Decrease/Close
   L. Consent Item -- Pro-Fence - 1231 SERV - Decrease/Close
   M. Consent Item -- Rush Truck Centers of Illinois - 1660 SERV - Decrease/Close
N. Consent Item -- Rush Truck Centers of Illinois - 1781 SERV - Decrease/Close

O. Consent Item -- SNI Solutions, Inc. - 2029 SERV - Decrease/Close

P. Consent Item -- SNI Solutions, Inc. - 2105 SERV - Decrease/Close

Q. Consent Item -- Vulcan Materials Company - 1776 SERV - Decrease/Close

R. Consent Item -- Vulcan, Inc. - 2107 SERV - Decrease/Close

7. ACTION ITEMS

A. Authorization to Travel

1. Authorization to Travel -- Authorization to Travel: Highway Coordinator to travel to East Peoria, Illinois from April 11, 2018 to April 13, 2018 to attend the Illinois Association of Public Procurement Officials Spring Training Conference. Expenses to include registration, transportation, lodging and meals, for an estimated County cost of $629.65

2. Authorization to Travel -- Traffic Engineer to travel to Irvine, California to attend the 2018 National Travel Monitoring Exposition and Conference. Expenses to include registration, transportation, lodging and meals, for an estimated County cost of $2,648.00.

B. Contracts/Purchase Orders

1. 2018-63 Recommendation for the approval of a contract purchase order to First Aid Corp., d/b/a 1st Ayd Corp., to furnish and deliver various automotive aerosols and shop supplies, as needed for the Division of Transportation, for the period April 1, 2018 through March 31, 2019, for a contract total not to exceed $17,692.95; Per low quote 18-026-BF

2. 2018-73 Recommendation for the approval of a contract purchase order to LRS Holdings, LLC, d/b/a Lakeshore Recycling Systems, LLC, to furnish and deliver double dyed-double processed hardwood mulch, as needed for the Division of Transportation, for the period April 1, 2018 through November 30, 2018, for a contract total not to exceed $13,600.00; Per low quote 18-052-GV

3. 2018-77 Recommendation for the approval of a contract purchase order to Rush Truck Centers of Illinois, Inc., to furnish and deliver Cummins Engine repair and replacement parts, as needed for the Division of Transportation, for the period March 6, 2018 through February 28, 2019, for a contract total not to exceed $20,000.00; Per low quote 18-025-JM
4. 2018-74 Recommendation for the approval of a contract purchase order to Outdoor Home Services Holdings LLC, d/b/a TruGreen and Action Pest Control, for weed control services, as needed for the Division of Transportation for the period June 1, 2018 through November 30, 2018, for a contract total not to exceed $21,587.40; Per renewal option under bid award 17-056-JM, first of three options to renew

5. FM-P-0063-18 Recommendation for the approval of a contract purchase order to Graybar Electric Company, Inc., to furnish and deliver electrical, lighting, data & communication, networking and security products, as needed for County facilities, for Facilities Management, Public Works, Information Technology, Stormwater and the Division of Transportation, for the period April 1, 2018 through January 31, 2021, for a total contract amount not to exceed $994,000.00. (Facilities Management $500,000, Public Works $350,000, Information Technology $75,000, Stormwater $24,000 and the Division of Transportation $45,000) Contract pursuit to the Intergovernmental Cooperation Act U.S. Communities Contract #EV-2370

6. DT-P-0051-18 Recommendation for the approval of a contract purchase order to Patten Industries, Inc., to furnish and deliver Caterpillar repair and replacement parts and sublet labor, as needed for the Division of Transportation, for the period May 1, 2018 through April 30, 2019, for a contract total not to exceed $45,000.00; Per 55 ILCS 5/5-1022 “Competitive Bids (c) not suitable for competitive bids (Direct replacement of compatible equipment parts)

C. Agreements

1. DT-R-0085-18 RESOLUTION -- Intergovernmental Agreement between the County of DuPage and the City of Naperville, for Central Signal System Expansion 1 and 2, Installation and Future Maintenance Responsibilities at various locations, Section 17-DCCSS-01-TL (County to be reimbursed $183,500.00)

D. Amendments

1. Action Item -- DT-P-0022A-17 – Amendment to Resolution DT-P-0022-17, issued to DLZ Illinois, Inc., for Professional Traffic Signal Design Engineering Services for various locations, Section 17-TSENG-00-EG, to increase the funding in the amount of $75,000.00, resulting in an amended contract total amount of $325,000.00, an increase of $30.00% (County to be reimbursed $35,000.00)

2. Action Item -- DT-R-0287A-17 - Amendment to Resolution DT-R-0287-17 issued to Lorig Construction Company, for repairs to the bridges carrying CH 13/Winfield Road over Springbrook Creek and CH 3/Ferry Road over the Elgin, Joliet and Eastern Railroad, Section 17-00258-00-BR, to decrease the funding in the amount of $17,043.93, resulting in a final County cost of $854,631.14, a decrease of 1.96%

8. REPORT FROM STATE'S ATTORNEY'S OFFICE

9. OLD BUSINESS
10. NEW BUSINESS

11. ADJOURNMENT
1. CALL TO ORDER

10:00 AM meeting was called to order by Chair Donald Puchalski at 10:01 AM.

2. ROLL CALL

PRESENT: Elliott, Healy, Krajewski, Noonan, Puchalski, Zay
ABSENT: 

3. PUBLIC COMMENT

4. APPROVAL OF MINUTES

A. Transportation Committee - Regular Meeting - Feb 6, 2018 10:00 AM

RESULT: ACCEPTED [UNANIMOUS]
MOVER: Tim Elliott, District 4
SECONDER: Sean T Noonan, District 2
AYES: Elliott, Healy, Krajewski, Noonan, Puchalski, Zay

5. CONSENT ITEMS

RESULT: APPROVED [UNANIMOUS]
MOVER: Tim Elliott, District 4
SECONDER: James Healy, Vice Chair
AYES: Elliott, Healy, Krajewski, Noonan, Puchalski, Zay

A. Consent Item -- Wheatland Title Guaranty - 1743 SERV - Revised Schedule of Fees and Services

6. ACTION ITEMS
A. Budget Transfers -- $32,547.00 from 1500-3649-54040 (CONSTRUCTION ENGINEERING SVC) to 1500-3649-54000 (LAND/RIGHT OF WAY) FY2017 Closeout

RESULT: APPROVED [UNANIMOUS]
MOVER: Tim Elliott, District 4
SECONDER: Brian J Krajewski, District 3
AYES: Elliott, Healy, Krajewski, Noonan, Puchalski, Zay

B. 2018-64 Recommendation for the approval of a contract purchase order to Midwest Paving Equipment, Inc., to furnish and deliver one (1) 250 gallon Tack Tank Trailer for the Division of Transportation, for a contract total not to exceed $21,000.00; per lowest responsible bid 18-019-BF

RESULT: APPROVED [UNANIMOUS]
MOVER: James Zay, District 6
SECONDER: Sean T Noonan, District 2
AYES: Elliott, Healy, Krajewski, Noonan, Puchalski, Zay

Member Elliot exited the room at 10:02 am

C. DT-P-0034-18 Recommendation for the approval of a contract purchase order to Buchanan Energy (N), LLC, to furnish and deliver gasoline and diesel fuel, as needed for the Division of Transportation, Public Works and Facilities Management, for the period April 1, 2018 and March 31, 2019, for a contract total not to exceed $1,347,400.00 (Division of Transportation - $800,000.00/ Public Works - $475,000.00/ Facilities Management - $72,400.00); Per renewal option under bid award 16-043-BF, second of three options to renew

RESULT: APPROVED [5 TO 0]
MOVER: James Zay, District 6
SECONDER: James Healy, Vice Chair
AYES: Healy, Krajewski, Noonan, Puchalski, Zay
AWAY: Elliott

Member Elliott re-entered the room at 10:02 am
D. DT-P-0043-18 Recommendation for the approval of a contract purchase order to Rush Truck Centers of Illinois, Inc., d/b/a Rush Truck Center, Chicago, to furnish and deliver four (4) tandem axle six-wheelers with snow and ice equipment for the Division of Transportation, for a contract total not to exceed $712,728.00; Per lowest responsible bid 18-003-LG

RESULT: APPROVED [UNANIMOUS]
MOVER: James Healy, Vice Chair
SECONDER: Sean T Noonan, District 2
AYES: Elliott, Healy, Krajewski, Noonan, Puchalski, Zay

E. DT-P-0045-18 Recommendation for the approval of a contract purchase order to Monroe Truck Equipment, Inc., to furnish and deliver one (1) asphalt recycler patch cart for the Division of Transportation, for a contract total not to exceed $28,727.00; Per lowest responsible bid 18-023-BF

RESULT: APPROVED [UNANIMOUS]
MOVER: Tim Elliott, District 4
SECONDER: James Healy, Vice Chair
AYES: Elliott, Healy, Krajewski, Noonan, Puchalski, Zay

F. DT-R-0057-18 RESOLUTION -- Agreement between the County of DuPage and Oxcart Permit Systems, LLC, for Professional Overweight/Over Dimension Permitting Services, as needed for the Division of Transportation (No County cost)

RESULT: APPROVED [UNANIMOUS]
MOVER: Tim Elliott, District 4
SECONDER: James Healy, Vice Chair
AYES: Elliott, Healy, Krajewski, Noonan, Puchalski, Zay

7. REPORT FROM STATE'S ATTORNEY'S OFFICE

8. OLD BUSINESS
Director Snyder reminded the Committee that the final two Long Range Transportation Plan Open House meetings are scheduled for this evening and Thursday, February 22, 2018.

9. NEW BUSINESS
Director Snyder advised the Committee that copies of the 2018 Highway and Trail Construction Program had been delivered to all County Board members for their reference.
Member Healy inquired about that benefit to DOT to financially share in the cost of an additional drone. Director Snyder advised he would discuss the matter with Stormwater Management.

10. ADJOURNMENT
# Request for Change Order

**Procurement Services Division**

*Attach copies of all prior Change Orders*

<table>
<thead>
<tr>
<th>Purchase Order #: 923-SERV</th>
<th>Original Purchase Order Date:</th>
<th>Change Order #: 3</th>
<th>Department: Division of Transportation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vendor Name: Auto Tech Centers Inc.</td>
<td>Vendor #: 11260</td>
<td>Dept Contact: Kathleen Curcio</td>
<td></td>
</tr>
</tbody>
</table>

**Background and/or Reason for Change Order Request:**

- Contract to furnish and deliver Goodyear Tires for the Fleet Maintenance Dept.
- Decrease remaining encumbrance and close contract.

## IN ACCORDANCE WITH 720 ILCS 5/33E-9

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

### INCREASE/DECREASE

<table>
<thead>
<tr>
<th>Description</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>A Starting contract value</td>
<td>$180,000.00</td>
</tr>
<tr>
<td>B Net $ change for previous Change Orders</td>
<td></td>
</tr>
<tr>
<td>C Current contract amount (A + B)</td>
<td>$180,000.00</td>
</tr>
<tr>
<td>D Amount of this Change Order</td>
<td>Decrease</td>
</tr>
<tr>
<td>E New contract amount (C + D)</td>
<td>$143,957.76</td>
</tr>
<tr>
<td>F Percent of current contract value this Change Order represents (D / C)</td>
<td>-20.02%</td>
</tr>
<tr>
<td>G Cumulative percent of all Change Orders (B + D / A); (60% maximum on construction contracts)</td>
<td>-20.02%</td>
</tr>
</tbody>
</table>

### DECISION MEMO NOT REQUIRED

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

### DECISION MEMO REQUIRED

- [ ] Increase (greater than 29 days) contract expiration from: ________________________________ to: ________________________________
- [ ] Increase ≥ $2,500.00, or ≥ 10%, of current contract amount
- [ ] Funding Source
- [ ] OTHER - explain below: ________________________________

---

**Reviewed By (Initials Only)**

<table>
<thead>
<tr>
<th>Buyer</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>[Signature]</td>
<td>2/23/18</td>
</tr>
</tbody>
</table>

Procurement Officer

Chairman's Office

(Decision Memos Over $25,000)

**Finance**

**CONSENT AGENDA**

- [ ] 3/3/18

**Packet Pg. 9**

FORM OPTIMIZED FOR ACROBAT AND ADOBE READER VERSION 9 OR LATER
## Request for Change Order

**Procurement Services Division**

**Date:** Feb 15, 2018

**MinuteTraq (IQM2) ID #: 120a1**

### Purchase Order Details
- **Purchase Order #:** 1197-SERV
- **Vendor Name:** Battery Service Corporation
- **Vendor #:** 10563
- **Change Order #:** 1
- **Department:** Division of Transportation
- **Dept Contact:** Kathleen Curcio

### Background and/or Reason for Change Order Request:
- Contract to furnish and deliver automotive batteries for the Fleet Maintenance Dept.
- Decrease remaining encumbrance and close contract.

### IN ACCORDANCE WITH 720 ILCS 5/33E-9
- (A) Were not reasonably foreseeable at the time the contract was signed.
- (B) The change is germane to the original contract as signed.
- (C) Is in the best interest for the County of DuPage and authorized by law.

### INCREASE/DECREASE

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>A Starting contract value</td>
<td>$32,766.74</td>
</tr>
<tr>
<td>B Net $ change for previous Change Orders</td>
<td></td>
</tr>
<tr>
<td>C Current contract amount (A + B)</td>
<td>$32,766.74</td>
</tr>
<tr>
<td>D Amount of this Change Order</td>
<td></td>
</tr>
<tr>
<td>E New contract amount (C + D)</td>
<td>$19,987.85</td>
</tr>
<tr>
<td>F Percent of current contract value this Change Order represents (D / C)</td>
<td>-39.00%</td>
</tr>
<tr>
<td>G Cumulative percent of all Change Orders (B + D/A) (60% maximum on construction contracts)</td>
<td>-39.00%</td>
</tr>
</tbody>
</table>

### DECISION MEMO NOT REQUIRED
- [ ] Cancel entire order
- [ ] Close Contract
- [ ] Contract Extension (29 days)
- [ ] Consent Only
- [ ] Change budget code from: ______________________ to: ______________________
- [ ] Increase/Decrease quantity from: ______________________ to: ______________________
- [ ] Price shows: ______________________ should be: ______________________
- [ ] Decrease remaining encumbrance and close contract
- [ ] Increase encumbrance and close contract
- [ ] Decrease encumbrance
- [ ] Increase encumbrance

### DECISION MEMO REQUIRED
- [ ] Increase (greater than 29 days) contract expiration from: ______________________ to: ______________________
- [ ] Increase ≥ $2,500.00, or ≥ 10%, of current contract amount
- [ ] Funding Source ______________________
- [ ] OTHER - explain below: ______________________

### REVIEWED BY (Initials Only)

<table>
<thead>
<tr>
<th>Initials</th>
<th>Phone Ext</th>
<th>Date</th>
<th>Phone Ext</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>kbc</td>
<td>6892</td>
<td>Feb 15, 2018</td>
<td>Date</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Recommended for Approval (Initials)</td>
<td></td>
</tr>
</tbody>
</table>

### CONSENT AGENDA

- **Date:** 3/3/18
- **Recommended:** Yes
- **Reviewed:** Yes

**Packet Pg. 10**

---

**Attachment: Battery Service Corporation - CO (17-18-282 : Battery Service Corporation)**
**Request for Change Order**

**Procurement Services Division**

Attach copies of all prior Change Orders

<table>
<thead>
<tr>
<th>Purchase Order #: 1841-SERV</th>
<th>Original Purchase Order Date: Jul 1, 2016</th>
<th>Change Order #: 1</th>
<th>Department: Division of Transportation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vendor Name: Bluff City Materials, Inc.</td>
<td>Vendor #: 10660</td>
<td>Dept Contact: Kathleen Curcio</td>
<td></td>
</tr>
</tbody>
</table>

**Background and/or Reason for Change Order Request:**
- Contract for the disposal of clean construction debris, demolition debris and uncontaminated soil generated by the Division of Transportation, as a result of normal highway maintenance and construction activities.
- Decrease remaining encumbrance and close out contract.

**IN ACCORDANCE WITH 720 ILCS 5/33E-9**

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

**INCREASE/DECREASE**

| A Starting contract value | $15,000.00 |
| B Net change for previous Change Orders | |
| C Current contract amount (A + B) | $15,000.00 |
| D Amount of this Change Order | Decrease | ($14,889.88) |
| E New contract amount (C + D) | $110,12 |
| F Percent of current contract value this Change Order represents (D / C) | -99.27% |
| G Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts) | -99.27% |

**DECISION MEMO NOT REQUIRED**

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

**DECISION MEMO REQUIRED**

- [ ] Increase (greater than 29 days) contract expiration from: ____________ to: ____________
- [ ] Increase ≥ $2,500.00, or ≥ 10%, of current contract amount
- [ ] Funding Source ____________
- [ ] OTHER - explain below:

<table>
<thead>
<tr>
<th>Prepared By (Initials)</th>
<th>Phone Ext</th>
<th>Date</th>
<th>Recommended for Approval (Initials)</th>
<th>Phone Ext</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>kbc</td>
<td>6892</td>
<td>Feb 15, 2018</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**REVIEWED BY (Initials Only)**

<table>
<thead>
<tr>
<th>Buyer</th>
<th>Date</th>
<th>Recommendation Officer</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2/3/18</td>
<td></td>
<td>3-1-18</td>
</tr>
</tbody>
</table>

Chief Financial Officer
(Decision Memos Over $25,000)

<table>
<thead>
<tr>
<th>Date</th>
<th>Chairman's Office (Decision Memos Over $25,000)</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>1/16</td>
<td>12:33:01 AM</td>
<td></td>
</tr>
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</table>

**CONSENT AGENDA**

<table>
<thead>
<tr>
<th>Date</th>
<th>Rev</th>
<th>Packet Pg. 11</th>
</tr>
</thead>
<tbody>
<tr>
<td>3/3/18</td>
<td>5.5</td>
<td></td>
</tr>
</tbody>
</table>

FORM OPTIMIZED FOR ACROBAT AND ADOBE READER VERSION 9 OR LATER
# Request for Change Order

**Procurement Services Division**  
Attach copies of all prior Change Orders

<table>
<thead>
<tr>
<th>Purchase Order #: 823-5ERV</th>
<th>Original Purchase Order Date:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vendor Name: Genuine Parts Company (Napa Auto Parts)</td>
<td>Change Order #: 4</td>
</tr>
<tr>
<td>Dept Contact: Kathleen Curcio</td>
<td>Department: Division of Transportation</td>
</tr>
<tr>
<td><strong>Background and/or Reason for Change Order Request:</strong></td>
<td></td>
</tr>
<tr>
<td>Contract to furnish and deliver various auto parts etc.</td>
<td>Decrease remaining encumbrance and close contract.</td>
</tr>
</tbody>
</table>

## IN ACCORDANCE WITH 720 ILCS 5/335-9

- (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 $308,000.00</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) $308,000.00</td>
</tr>
<tr>
<td>D</td>
<td>Amount of this Change Order</td>
</tr>
<tr>
<td>E</td>
<td>New contract amount (C + D) $268,626.22</td>
</tr>
<tr>
<td>F</td>
<td>Percent of current contract value this Change Order represents (D / C) -12.78%</td>
</tr>
<tr>
<td>G</td>
<td>Cumulative percent of all Change Orders (B+D/A), (60% maximum on construction contracts) -12.78%</td>
</tr>
</tbody>
</table>

### DECISION MEMO NOT REQUIRED

- [ ] Cancel entire order
- [ ] Close Contract
- [ ] Contract Extension (29 days)
- [ ] Consent Only
- [ ] Decrease remaining encumbrance and close contract
- [ ] Increase encumbrance and close contract
- [ ] Decrease encumbrance
- [ ] Increase encumbrance

### DECISION MEMO REQUIRED

- [ ] Increase (greater than 29 days) contract expiration from: to:
- [ ] Increase ≥ $2,500.00, or ≥ 10%, of current contract amount
- [ ] OTHER - explain below:

**Packet Pg. 12**

**Attachment: Genuine Parts Company - CO (17-18-294 : Genuine Parts Company)**
## Request for Change Order

**Procurement Services Division**

Attach copies of all prior Change Orders.

<table>
<thead>
<tr>
<th>Purchase Order #: 1820-SERV</th>
<th>Original Purchase Order Date: May 1, 2016</th>
<th>Change Order #: 1</th>
<th>Department: Division of Transportation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vendor Name: Interstate Power Systems</td>
<td>Vendor #: 12677</td>
<td>Dept Contact: Kathleen Curcio</td>
<td></td>
</tr>
</tbody>
</table>

**Background and/or Reason for Change Order Request:**

- Contract for the provision of repairs, rebuilds, parts, lubricants and service of Allison Transmissions.
- Decrease remaining encumbrance and close contract.

**IN ACCORDANCE WITH 720 ILCS 5/33E-9**

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

### INCREASE/DECREASE

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Starting contract value</td>
<td>$24,500.00</td>
</tr>
<tr>
<td>Net $ change for previous Change Orders</td>
<td></td>
</tr>
<tr>
<td>Current contract amount (A + B)</td>
<td>$24,500.00</td>
</tr>
<tr>
<td>Amount of this Change Order</td>
<td>$15,948.78</td>
</tr>
<tr>
<td>New contract amount (C + D)</td>
<td>$6,551.22</td>
</tr>
<tr>
<td>Percent of current contract value this Change Order represents (D / C)</td>
<td>-65.10%</td>
</tr>
<tr>
<td>Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)</td>
<td>-65.10%</td>
</tr>
</tbody>
</table>

**DECISION MEMO NOT REQUIRED**

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

**DECISION MEMO REQUIRED**

- [ ] Increase (greater than 29 days) contract expiration from: ________________ to: ________________
- [ ] Increase ≥ $2,500.00, or ≥ 10%, of current contract amount
- [ ] Funding Source: ________________
- [ ] OTHER: explain below:

---

**kbc** 6892 6/18/2018
Prepared By (Initials) Phone Ext Date Recommended for Approval (Initials) Phone Ext Date

**REVIEWED BY (Initials Only)**

Buyer: [Signature] Date: 1/23/18 Procurment Officer: [Signature] Date: 3/1/18

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

---

Form optimized for Acrobat and Adobe Reader version 9 or later.
Request for Change Order
Procurement Services Division
Attach copies of all prior Change Orders

Purchase Order #: 1663-SERV
Original Purchase Order Date: Apr 5, 2016
Change Order #: 2

Vendor Name: Jerry Haggerty Chevrolet
Vendor #: 11053
Department: Division of Transportation
Dept Contact: Kathleen Curcio

Background and/or Reason for Change Order Request:
Contract to furnish and deliver Chevrolet replacement parts.
Decrease remaining encumbrance and close contract.

IN ACCORDANCE WITH 720 ILCS 5/33E-9

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

INCREASE/DECREASE

<table>
<thead>
<tr>
<th>A</th>
<th>B</th>
<th>C</th>
<th>D</th>
<th>E</th>
<th>F</th>
<th>G</th>
</tr>
</thead>
<tbody>
<tr>
<td>Starting contract value</td>
<td>$19,800.00</td>
<td>Net $ change for previous Change Orders</td>
<td>Current contract amount (A + B)</td>
<td>Amount of this Change Order</td>
<td>Increase</td>
<td>Decrease</td>
</tr>
<tr>
<td>F</td>
<td>Cumulative percent of all Change Orders (D + D/A; 60% maximum on construction contracts)</td>
<td>-83.06%</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

DEcision Memo Not Required

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

DEcision Memo Required

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

KBC 
Prepared By (Initials) 6892 Phone Ext Feb 15, 2018
Recommended for Approval (Initials) Phone Ext Date

REVIEWED BY (Initials Only)

Buyer ____________________________ Date 2/23/18 Procurement Office ____________________________ Date 3/1/18

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

CONSENT AGENDA
Received ____________________________ Date 3/3/18

FORM OPTIMIZED FOR ADOBE READER VERSION 9 OR LATER

Packet Pg. 14
Request for Change Order  
Procurement Services Division  
Attach copies of all prior Change Orders  

<table>
<thead>
<tr>
<th>Purchase Order #:</th>
<th>Original Purchase Order Date:</th>
<th>Change Order #:</th>
<th>Department:</th>
<th>Date:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1682-SERV</td>
<td>Apr 1, 2016</td>
<td>1</td>
<td>Division of Transportation</td>
<td>Feb 15, 2018</td>
</tr>
</tbody>
</table>

Vendor Name: King Transmission Company, Inc.  
Vendor #: 12424  
Dept Contact: Kathleen Curcio  

Background and/or Reason for Change Order Request:  
Contract for the provision of Transmission Repair.  
Decrease remaining encumbrance and close contract.  

IN ACCORDANCE WITH 720 ILCS 5/33E-9  
☐ (A) Were not reasonably foreseeable at the time the contract was signed.  
☐ (B) The change is germane to the original contract as signed.  
☒ (C) Is in the best interest for the County of DuPage and authorized by law.  

<table>
<thead>
<tr>
<th>INCREASE/DECREASE</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>A Starting contract value</td>
<td>$20,000.00</td>
</tr>
<tr>
<td>B Net $ change for previous Change Orders</td>
<td></td>
</tr>
<tr>
<td>C Current contract amount (A + B)</td>
<td>$20,000.00</td>
</tr>
<tr>
<td>D Amount of this Change Order</td>
<td>Decrease</td>
</tr>
<tr>
<td>E New contract amount (C + D)</td>
<td>$8,865.00</td>
</tr>
<tr>
<td>F Percent of current contract value this Change Order represents (D / C)</td>
<td>-55.67%</td>
</tr>
<tr>
<td>G Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)</td>
<td>-55.67%</td>
</tr>
</tbody>
</table>

DEcision Memo Not Required  
☐ Cancel entire order  
☐ Close Contract  
☐ Contract Extension (29 days)  
☐ Consent Only  
☐ Change budget code from:  
☐ Increase/Decrease quantity from:  
☐ Price shows:  
☐ 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:  
☐ Increase ≥ $2,500.00, or ≥ 10%, of current contract amount  
☐ Funding Source  
☐ OTHER - explain below:  

<table>
<thead>
<tr>
<th>kbc</th>
<th>6892</th>
<th>Feb 15, 2018</th>
<th>Date</th>
<th>Recommended for Approval (Initials)</th>
<th>Phone Ext</th>
<th>Date</th>
</tr>
</thead>
</table>

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  
MAR 3, 2018  
Packet Pg. 15  
CONSENT AGENDA  

FORM OPTIMIZED FOR ADOBE READER VERSION 9 OR LATER
**Request for Change Order**

**Procurement Services Division**

Attach copies of all prior Change Orders

---

**Purchase Order #: 1814-SERV**

**Original Purchase Order Date:** May 1, 2016

**Change Order #: 1**

**Department:** Division of Transportation

**Vendor Name:** Kramer Tree Specialists Inc.

**Vendor #: 11400**

**Dept Contact:** Kathleen Curcio

**Background and/or Reason for Change Order Request:**
- Contract to provide wood chip disposal services (secondary location).
- Decrease remaining encumbrance and close contract.

---

**IN ACCORDANCE WITH 720 ILCS 5/33E-9**

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

---

**INCREASE/DECREASE**

<table>
<thead>
<tr>
<th>A</th>
<th>Starting contract value</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$20,000.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>B</th>
<th>Net $ change for previous Change Orders</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>C</th>
<th>Current contract amount (A + B)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$20,000.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>D</th>
<th>Amount of this Change Order</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Decrease (X)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>E</th>
<th>New contract amount (C + D)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$0.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>F</th>
<th>Percent of current contract value this Change Order represents (D / C)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>-100.00%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>G</th>
<th>Cumulative percent of all Change Orders (B+D/A) (60% maximum on construction contracts)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>-100.00%</td>
</tr>
</tbody>
</table>

---

**DECISION MEMO NOT REQUIRED**

- [ ] Cancel entire order
- [ ] Close Contract
- [ ] Contract Extension (29 days)
- [ ] Consent Only

- [ ] Change budget code from: ____________ to: ____________

- [ ] Increase/Decrease quantity from: ____________ to: ____________

- [ ] Price shows: ____________ should be: ____________

- [X] Decrease remaining encumbrance and close contract

- [ ] Increase encumbrance and close contract

- [ ] Decrease encumbrance

- [ ] Increase encumbrance

---

**DECISION MEMO REQUIRED**

- [ ] Increase (greater than 29 days) contract expiration from: ____________ to: ____________

- [ ] Increase ≥ $2,500.00, or ≥ 10%, of current contract amount

- [ ] Funding Source ____________

- [ ] OTHER - explain below:

---

**Reviewed By (Initials Only)**

- **Date:** 6/20/11
- **Phone Ext:** 6892
- **Date:** Feb 15, 2018
- **Recommended for Approval (Initials):**
- **Phone Ext:**
- **Date:**

**REVIEWED BY (INITIALS ONLY)**

- **Date:** 3/1/18
- **Date:** 3/1/18
- **Date:**

**CONSENT AGENDA**

**Packet Pg. 16**
## Request for Change Order

**Procurement Services Division**

Attach copies of all prior Change Orders

---

**Purchase Order #:** 1801-SERV  
**Original Purchase Order Date:**  
**Change Order #:** 1  
**Department:** Division of Transportation

**Vendor Name:** LRS Holdings LLC (Heartland Recycling)  
**Vendor #:** 13386  
**Dept Contact:** Kathleen Curcio

**Background and/or Reason for Change Order Request:**  
Contract for the disposal of solid waste (Street Sweepings, Storm Sewer Spoils and Ditching Spoils) generated by the Division of Transportation, as a result of normal Highway Maintenance and/or construction activities. Decrease remaining encumbrance and close contract.

---

### IN ACCORDANCE WITH 720 ILCS 5/33E-9

- [ ] (A) Were not reasonably foreseeable at the time the contract was signed.
- [ ] (B) The change is germane to the original contract as signed.
- [X] (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
- [ ] Close Contract
- [ ] Contract Extension (29 days)
- [ ] Consent Only
- [ ] Change budget code from: ________________ to: ________________
- [ ] Increase/Decrease quantity from: ________________ to: ________________
- [ ] Price shows: ________________ should be: ________________
- [X] Decrease remaining encumbrance and close contract
- [ ] Increase encumbrance and close contract
- [ ] Decrease encumbrance
- [ ] Increase encumbrance

---

### DECISION MEMO REQUIRED

- [ ] Increase (greater than 29 days) contract expiration from: ________________ to: ________________
- [ ] Increase ≥ $2,500.00, or ≥ 10%, of current contract amount
- [ ] Funding Source: ________________
- [ ] OTHER - explain below: ________________

---

**kbc 6892**  
**Prepared By (Initials):**  
**Phone Ext:**  
**Date:** Feb 15, 2018  
**Recommended for Approval (Initials):**  
**Phone Ext:**  
**Date:**  
**REVIEWED BY (Initials Only):**

- [ ] Buyer: ________________ Date: 2/23/18  
- [ ] Procurement Officer: ________________ Date: 3-1-18

- [ ] Chief Financial Officer: ________________ Date:  
- [ ] Chairman's Office: ________________ Date:  

---

**CONSENT AGENDA**

---

**FORM OPTIMIZED FOR ADOBE READER VERSION 9 OR LATER**
# Request for Change Order

**Procurement Services Division**

Attach copies of all prior Change Orders

---

<table>
<thead>
<tr>
<th>Purchase Order #: 1773-SERV</th>
<th>Original Purchase Order Date:</th>
<th>Change Order #: 1</th>
<th>Department: Division of Transportation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vendor Name: Marcott Enterprises Inc.</td>
<td></td>
<td>Vendor #: 13072</td>
<td>Dept Contact: Kathleen Curcio</td>
</tr>
</tbody>
</table>

**Background and/or Reason for Change Order Request:**

- Contract for the disposal of solid waste (Street Sweepings, Storm Sewer Spills and Ditching Spills) generated by the Division of Transportation, as a result of normal Highway Maintenance and/or construction activities.
- Decrease remaining encumbrance and close contract.

---

**IN ACCORDANCE WITH 720 ILCS 5/33E-9**

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

---

## INCREASE/DECREASE

<table>
<thead>
<tr>
<th>A</th>
<th>Starting contract value</th>
<th>$20,000.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>B</td>
<td>Net change for previous Change Orders</td>
<td></td>
</tr>
<tr>
<td>C</td>
<td>Current contract amount (A + B)</td>
<td>$20,000.00</td>
</tr>
<tr>
<td>D</td>
<td>Amount of this Change Order</td>
<td>Decrease</td>
</tr>
<tr>
<td>E</td>
<td>New contract amount (C + D)</td>
<td>$0.00</td>
</tr>
<tr>
<td>F</td>
<td>Percent of current contract value this Change Order represents (D / C)</td>
<td>-100.00%</td>
</tr>
<tr>
<td>G</td>
<td>Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)</td>
<td>-100.00%</td>
</tr>
</tbody>
</table>

---

**DECISION MEMO NOT REQUIRED**

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

---

**DECISION MEMO REQUIRED**

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

---

**Prepared By** (Initials): [ ]

**Phone Ext**: 6892

**Date**: Feb 15, 2018

**Recommended for Approval (Initials)**: [ ]

**Phone Ext**: [ ]

**Date**: [ ]

**REVIEWED BY** (Initials Only):

- [W] Buyer [ ]

**Date**: 3/1/18

**Procurement Officer**: [ ]

**Date**: 3/3/18

---

**Chief Financial Officer** (Decision Memos Over $25,000)

**Date**: [ ]

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

**Date**: [ ]

---

**CONSENT AGENDA**

**Packet Pg. 18**

---

FORM OPTIMIZED FOR ADOBE READER VERSION 9 OR LATER
### Request for Change Order

**Procurement Services Division**

**Attach copies of all prior Change Orders**

<table>
<thead>
<tr>
<th>Purchase Order #: 1786-SERV</th>
<th>Original Purchase Order Date:</th>
<th>Change Order #: 1</th>
<th>Department: Division of Transportation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vendor Name: Plote Construction, Inc.</td>
<td>Vendor #: 11199</td>
<td>Dept Contact: Kathleen Curcio</td>
<td></td>
</tr>
</tbody>
</table>

**Background and/or Reason for Change Order Request:**
- Contract to furnish bituminous paving materials for the Northwest region of DuPage County.
- Decrease remaining encumbrance and close contract.

**IN ACCORDANCE WITH 720 ILCS 5/33E-9**
- □ (A) We 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. Starting contract value</td>
<td>$20,000.00</td>
</tr>
<tr>
<td>B. Net $ change for previous Change Orders</td>
<td></td>
</tr>
<tr>
<td>C. Current contract amount (A + B)</td>
<td>$20,000.00</td>
</tr>
<tr>
<td>D. Amount of this Change Order</td>
<td></td>
</tr>
<tr>
<td></td>
<td>□ Increase</td>
</tr>
<tr>
<td>E. New contract amount (C + D)</td>
<td>$8,792.70</td>
</tr>
<tr>
<td>F. Percent of current contract value this Change Order represents (D / C)</td>
<td>-56.04%</td>
</tr>
<tr>
<td>G. Cumulative percent of all Change Orders (B + D/A); (60% maximum on construction contracts)</td>
<td>-56.04%</td>
</tr>
</tbody>
</table>

#### DECISION MEMO NOT REQUIRED

- □ Cancel entire order
- □ Close Contract
- □ Contract Extension (29 days)
- □ Consent Only

- □ Increase budget code from: to:

- □ Price shows: should be:

- □ Decrease remaining encumbrance and close contract
- □ Increase encumbrance and close contract

- □ Decrease encumbrance
- □ Increase encumbrance

#### DECISION MEMO REQUIRED

- □ Increase (greater than 29 days) contract expiration from: to:

- □ Increase ≥ $2,500.00, or ≥ 10%, of current contract amount

- □ Funding Source

- □ OTHER - explain below:

---

**Prepared By (Initials):** kbc 6892 **Date:** Feb 15, 2018 **Recommended for Approval (Initials):** 2/20/18

**Phone Ext:** **Date:** **Recommended for Approval (Phone Ext):** **Date:**

**REVIEWED BY (Initials Only):**

- **Date:** 2/23/18 **Buyer:**
- **Date:** 2-28-18 **Procurement Officer:**

**FINANCE**

- **Date:** **Chairman's Office:**

**Chief Financial Officer**

- **Date:** **(Decision Memos Over $25,000):** **Date:**

---

**CONSENT AGENDA**

**Packet Pg. 19**

---

FORM OPTIMIZED FOR ADOBE READER VERSION 9 OR LATER
# Request for Change Order

**Procurement Services Division**  
Attach copies of all prior Change Orders

<table>
<thead>
<tr>
<th>Purchase Order #:</th>
<th>Original Purchase Order Date:</th>
<th>Change Order #:</th>
<th>Department:</th>
<th>Division of Transportation</th>
</tr>
</thead>
<tbody>
<tr>
<td>1231-SERV</td>
<td>Aug 11, 2015</td>
<td>1</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Vendor Name:** Pro-Fence  
**Vendor #:** 22263  
**Dept Contact:** Kathleen Curcio

**Background and/or Reason for Change Order Request:**  
Contract to furnish, supply, repair and install fencing  
Decrease remaining encumbrance and close contract.

**Attachment:** Pro-Fence - CO (17-18-302 : Pro-Fence)

---

### 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.
- [x] (C) Is in the best interest for the County of DuPage and authorized by law.

### INCREASE/DECREASE

| A | Starting contract value | $50,000.00 |
| B | Net $ change for previous Change Orders | |
| C | Current contract amount (A + B) | $50,000.00 |
| D | Amount of this Change Order | $36,600.00 |
| E | New contract amount (C + D) | $13,400.00 |
| F | Percent of current contract value this Change Order represents (D / C) | -73.20% |
| G | Cumulative percent of all Change Orders (B+D/A) (60% maximum on construction contracts) | -73.20% |

### DECISION MEMO NOT REQUIRED

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

### DECISION MEMO REQUIRED

- [ ] Increase (greater than 29 days) contract expiration from: ____________________________ to: ____________________________  
- [ ] Increase ≥ $2,500.00, or ≥ 10%, of current contract amount  
- [ ] Funding Source ____________________________  
- [ ] OTHER - explain below:

---

**KBC**  
6892  
Feb 15, 2018  
**Date**

**Tickets**  
**Phone Ext**  
**Date**

---

**REVIEWED BY (Initials Only)**

**Buyer**  
2/23/18  
Procurement Officer  
2-23-18

**Chief Financial Officer**  
(Decision Memos Over $25,000)  
DATE  
Chairman's Office  
(Decision Memos Over $25,000)  
DATE

---

**CONSENT AGENDA**
# Request for Change Order

**Procurement Services Division**

Attach copies of all prior Change Orders

<table>
<thead>
<tr>
<th>Purchase Order #:</th>
<th>1660-SERV</th>
<th>Original Purchase Order Date:</th>
<th>Mar 1, 2016</th>
<th>Change Order #:</th>
<th>1</th>
</tr>
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<tbody>
<tr>
<td>Vendor Name:</td>
<td>Rush Truck Center of Illinois</td>
<td>Vendor #:</td>
<td>13272</td>
<td>Department:</td>
<td>Division of Transportation</td>
</tr>
<tr>
<td>Dept Contact:</td>
<td>Kathleen Curcio</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Background and/or Reason for Change Order Request:**

Contract to furnish and deliver Cummins Engine Repair and Replacement parts.

Decrease remaining encumbrance and close contract.

**IN ACCORDANCE WITH 720 ILCS 5/33E-9**

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

### INCREASE/DECREASE

<table>
<thead>
<tr>
<th>A</th>
<th>Starting contract value</th>
<th>B</th>
<th>Net $ change for previous Change Orders</th>
<th>C</th>
<th>Current contract amount (A + B)</th>
<th>D</th>
<th>Amount of this Change Order</th>
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<th>New contract amount (C + D)</th>
<th>F</th>
<th>Percent of current contract value this Change Order represents (D / C)</th>
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<th>Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)</th>
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<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$20,000.00</td>
<td></td>
<td></td>
<td></td>
<td>$224.28</td>
<td></td>
<td>-98.88%</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**DECISION MEMO NOT REQUIRED**

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

**DECISION MEMO REQUIRED**

- □ Increase (greater than 29 days) contract expiration from: ____________________________ to: ____________________________
- □ Increase ≥ $2,500.00, or ≥ 10%, of current contract amount
- □ Funding Source ____________________________________________
- □ OTHER - explain below: ____________________________________________

---

**kbc** 6892  Feb 15, 2018  CCS  2/12/18/6

**Prepared By (Initials) Phone Ext**  Date  **Recommended for Approval (Initials) Phone Ext**  Date

**REVIEWED BY (Initials Only)**

**Buyer**  2/23/18  **Procurement Officer**  3/1-18

**Finance**

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

---


FORM OPTIMIZED FOR ADOBE READER VERSION 9 OR LATER
# Request for Change Order

**Procurement Services Division**

Attach copies of all prior Change Orders

<table>
<thead>
<tr>
<th>Purchase Order #: 1781-SERV</th>
<th>Original Purchase Order Date: Apr 5, 2016</th>
<th>Change Order #: 1</th>
<th>Department: Division of Transportation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vendor Name: Rush Truck Center of Illinois</td>
<td>Vendor #: 13272</td>
<td>Dept Contact: Kathleen Curcio</td>
<td></td>
</tr>
</tbody>
</table>

**Background and/or Reason for Change Order Request:**

Contract to furnish and deliver Navistar-International Repair and Replacement parts. Decrease remaining encumbrance and close contract.

**IN ACCORDANCE WITH 720 ILCS 5/33E-9**

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

### INCREASE/DECREASE

<table>
<thead>
<tr>
<th>A</th>
<th>Starting contract value</th>
<th>$15,000.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>B</td>
<td>Net $ change for previous Change Orders</td>
<td>$15,000.00</td>
</tr>
<tr>
<td>C</td>
<td>Current contract amount (A + B)</td>
<td></td>
</tr>
<tr>
<td>D</td>
<td>Amount of this Change Order</td>
<td>Decrease</td>
</tr>
<tr>
<td>E</td>
<td>New contract amount (C + D)</td>
<td>$4,916.28</td>
</tr>
<tr>
<td>F</td>
<td>Percent of current contract value this Change Order represents (D / C)</td>
<td>-67.22%</td>
</tr>
<tr>
<td>G</td>
<td>Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)</td>
<td></td>
</tr>
</tbody>
</table>

**DECISION MEMO NOT REQUIRED**

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

**DECISION MEMO REQUIRED**

- [ ] Increase (greater than 29 days) contract expiration from: ______________________ to: ______________________
- [ ] Increase ≥ $2,500.00, or ≥ 10%, of current contract amount
- [ ] Funding Source: ____________________________
- [ ] OTHER - explain below:

<table>
<thead>
<tr>
<th>Prepared By (Initials)</th>
<th>Phone Ext</th>
<th>Date</th>
<th>Recommended for Approval (Initials)</th>
<th>Phone Ext</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>kbc</td>
<td>6892</td>
<td>Feb 15, 2018</td>
<td>ccs</td>
<td>2/20/18</td>
<td></td>
</tr>
</tbody>
</table>

**REVIEWED BY (Initials Only)**

<table>
<thead>
<tr>
<th>Buyer</th>
<th>Date</th>
<th>Approval Officer</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>prl</td>
<td>2/23/17</td>
<td>Finance</td>
<td>3-1-18</td>
</tr>
</tbody>
</table>

**Chief Financial Officer**

(Decision Memos Over $25,000)

Date

**Chairman’s Office**

(Decisions Over $25,000)

Date
**Request for Change Order**

**Procurement Services Division**

Attach copies of all prior Change Orders

---

**Purchase Order #: 2029-SERV**

**Original Purchase Order Date:** Dec 1, 2016

**Change Order #:** 1

**Department:** Division of Transportation

**Vendor Name:** SNI Solutions Inc.

**Vendor #:** 12626

**Dept Contact:** Kathleen Curcio

**Background and/or Reason for Change Order Request:**
- Contract to furnish and deliver alternative deicing products.
- Decrease remaining encumbrance and close contract.

---

**IN ACCORDANCE WITH 720 ILCS 5/33E-9**

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

---

### INCREASE/DECREASE

<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></td>
<td>Increase</td>
</tr>
<tr>
<td></td>
<td>Decrease</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
- Close Contract
- Contract Extension (29 days)
- Consent Only
- Change budget code from:   
- to:
- Increase/Decrease quantity from:   
- to:   
- Price shows:   
- should be:   
- Decrease remaining encumbrance and close contract
- Increase encumbrance and close contract
- Decrease encumbrance
- Increase encumbrance

---

**DECISION MEMO REQUIRED**

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

---

**kbc**

**Prepared By (Initials):** 6892

**Date:** Feb 15, 2018

**Recommended for Approval (Initials):**

**Phone Ext:**

**Cell Ext:**

---

**REVIEWED BY (Initials Only):**

**Buyer:**

**Date:** 2/12/18

**Procurement Officer:**

**Date:** 3-1-18

**Chief Financial Officer**

(Decision Memos Over $25,000)

**Date:** 2/18/18

**Chairman's Office**

(Decision Memos Over $25,000)

**Date:**

---

FORM OPTIMIZED FOR ADOBE READER VERSION 9 OR LATER
Request for Change Order  
Procurement Services Division

Attach copies of all prior Change Orders

<table>
<thead>
<tr>
<th>Purchase Order #: 2105-SERV</th>
<th>Original Purchase Order Date: Dec 1, 2016</th>
<th>Change Order #: 1</th>
<th>Department: Division of Transportation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vendor Name: SNI Solutions Inc.</td>
<td>Vendor #: 12626</td>
<td>Dept Contact: Kathleen Curdio</td>
<td></td>
</tr>
</tbody>
</table>

**Background and/or Reason for Change Order Request:**
- Contract to furnish and deliver deicing liquids and solids.
- Decrease remaining encumbrance and close contract.

**IN ACCORDANCE WITH 720 ILCS 5/33E-9**
- (A) Were not reasonably foreseeable at the time the contract was signed.
- (B) The change is germane to the original contract as signed.
- (C) Is in the best interest for the County of DuPage and authorized by law.

### INCREASE/DECREASE

<table>
<thead>
<tr>
<th>Description</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>A Starting contract value</td>
<td>$75,000.00</td>
</tr>
<tr>
<td>B Net $ change for previous Change Orders</td>
<td></td>
</tr>
<tr>
<td>C Current contract amount (A + B)</td>
<td>$75,000.00</td>
</tr>
<tr>
<td>D Amount of this Change Order</td>
<td></td>
</tr>
<tr>
<td>E New contract amount (C + D)</td>
<td>$51,000.00</td>
</tr>
<tr>
<td>F Percent of current contract value this Change Order represents (D / C)</td>
<td>-32.00%</td>
</tr>
<tr>
<td>G Cumulative percent of all Change Orders (B + D/A) (60% maximum on construction contracts)</td>
<td>-32.00%</td>
</tr>
</tbody>
</table>

**DECISION MEMO NOT REQUIRED**

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

**DECISION MEMO REQUIRED**

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

---

<table>
<thead>
<tr>
<th>Initials</th>
<th>Phone Ext</th>
<th>Date</th>
<th>Initials</th>
<th>Phone Ext</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>kbc</td>
<td>6892</td>
<td>Feb 15, 2018</td>
<td>CU</td>
<td>Phone Ext</td>
<td>Date</td>
</tr>
<tr>
<td>Prepared By</td>
<td>Phone Ext</td>
<td>Date</td>
<td>Recommended for Approval (Initials)</td>
<td>Phone Ext</td>
<td>Date</td>
</tr>
<tr>
<td>Buyer</td>
<td>Date</td>
<td>Procurement Officer</td>
<td>Date</td>
<td>FINANCE</td>
<td></td>
</tr>
<tr>
<td>Chief Financial Officer</td>
<td>(Decision Memos Over $25,000)</td>
<td>Chairman’s Office</td>
<td>(Decision Memos Over $25,000)</td>
<td>Date</td>
<td></td>
</tr>
</tbody>
</table>
# Request for Change Order

**Procurement Services Division**

Attach copies of all prior Change Orders

---

**Purchase Order #:** 1776-SERV  
**Original Purchase Order Date:**  
**Change Order #:** 1  
**Department:** Division of Transportation  
**Vendor Name:** Vulcan Materials Company  
**Vendor #:** 22390  
**Dept Contact:** Kathleen Curcio

**Background and/or Reason for Change Order Request:**  
Contract to furnish coarse and fine aggregates for the Northern region of DuPage County. Decrease remaining encumbrance and close contract.

---

**IN ACCORDANCE WITH 720 ILCS 5/33E-9**

- [ ] (A) Were not reasonably foreseeable at the time the contract was signed.
- [ ] (B) The change is germane to the original contract as signed.
- [x] (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>$10,000.00</td>
</tr>
<tr>
<td>B</td>
<td>$10,000.00</td>
</tr>
<tr>
<td>C</td>
<td>$0.00</td>
</tr>
<tr>
<td>D</td>
<td>Decrease</td>
</tr>
<tr>
<td>E</td>
<td>-100.00%</td>
</tr>
<tr>
<td>F</td>
<td>-100.00%</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: __________________________ to: __________________________
- [ ] Increase ≥ $2,500.00, or ≥ 10%, of current contract amount
- [ ] Funding Source: __________________________
- [ ] OTHER - explain below: __________________________

---

**kbc 6892**  
**Prepared By (Initials):**  
**Phone Ext:** 6892  
**Date:** Feb 15, 2018  
**Recommended for Approval (Initials):**  
**Phone Ext:**  
**Date:**  
**2/20/18**

---

**REVIEWED BY (Initials Only):**

### Buyer

**Date:** 2/23/18  
**Procurement Officer**

---

**Finance**

Chief Financial Officer  
(Decision Memos Over $25,000)

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

**Date:**  

---

**CONSENT AGENDA**

---

FORM OPTIMIZED FOR ADOBE READER VERSION 9 OR LATER
# Request for Change Order

**Procurement Services Division**

Attach copies of all prior Change Orders

**Purchase Order #:** 2107-SERV  
**Original Purchase Order Date:** Nov 1, 2016  
**Change Order #:** 1  
**Department:** Division of Transportation  
**Vendor Name:** Vulcan Inc.  
**Vendor #:** 10661  
**Dept Contact:** Kathleen Curcio

**Background and/or Reason for Change Order Request:**
- Contract to furnish and deliver sign posts for the Sign Shop.
- Decrease remaining encumbrance and close contract.

**IN ACCORDANCE WITH 720 ILCS 5/33E-9**

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

## INCREASE/DECREASE

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>A Starting contract value</td>
<td>$34,109.00</td>
</tr>
<tr>
<td>B Net $ change for previous Change Orders</td>
<td></td>
</tr>
<tr>
<td>C Current contract amount (A + B)</td>
<td>$34,109.00</td>
</tr>
<tr>
<td>D Amount of this Change Order</td>
<td>Decrease ($34,109.00)</td>
</tr>
<tr>
<td>E New contract amount (C + D)</td>
<td>$0.00</td>
</tr>
<tr>
<td>F Percent of current contract value this Change Order represents (D / C)</td>
<td>-100.00%</td>
</tr>
<tr>
<td>G Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)</td>
<td>-100.00%</td>
</tr>
</tbody>
</table>

**DECISION MEMO NOT REQUIRED**

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

**DECISION MEMO REQUIRED**

- [ ] Increase (greater than 29 days) contract expiration from: ______________________ to: ______________________
- [ ] Increase ≥ $2,500.00, or ≥ 10%, of current contract amount
- [ ] Funding Source ______________________
- [ ] OTHER - explain below: ______________________

---

**Packet Pg. 26**

---

**CONSENT AGENDA**

---

FORM OPTIMIZED FOR ACROBAT AND ADOBE READER VERSION 9 OR LATER
Authorization to Travel: Highway Coordinator to travel to East Peoria, Illinois from April 11, 2018 to April 13, 2018 to attend the Illinois Association of Public Procurement Officials Spring Training Conference. Expenses to include registration, transportation, lodging and meals, for an estimated County cost of $629.65

<table>
<thead>
<tr>
<th>Name: [Redacted]</th>
<th>Title: Highway Coordinator</th>
</tr>
</thead>
<tbody>
<tr>
<td>Department:</td>
<td>Transportation Committee</td>
</tr>
<tr>
<td>Request Date:</td>
<td>02/21/18</td>
</tr>
<tr>
<td>Account Code:</td>
<td></td>
</tr>
<tr>
<td>Purpose of Trip:</td>
<td>To attend the Illinois Association of Public Procurement Officials Spring Training Conference</td>
</tr>
<tr>
<td>Destination:</td>
<td>East Peoria, Illinois</td>
</tr>
<tr>
<td>Date of Departure:</td>
<td>04/11/18</td>
</tr>
<tr>
<td>Date of Return Arrival:</td>
<td>04/13/18</td>
</tr>
</tbody>
</table>

(Please include a detailed explanation if different from official business dates)
To arrive for morning meeting on April 12, 2018

Please indicate the estimated amount for each applicable expense.

<table>
<thead>
<tr>
<th>Expense</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Registration</td>
<td>125</td>
</tr>
<tr>
<td>Transportation</td>
<td>173.31</td>
</tr>
<tr>
<td>Lodging</td>
<td>203.84</td>
</tr>
<tr>
<td>Rental Car</td>
<td>0</td>
</tr>
<tr>
<td>Reference Materials</td>
<td>0</td>
</tr>
<tr>
<td>Meals: (Per Diems)</td>
<td>127.50</td>
</tr>
<tr>
<td>Total:</td>
<td>$ 629.65</td>
</tr>
</tbody>
</table>

Reviewed by and Date Approved

Eva Hitchcock  Completed  02/22/2018 7:14 AM
Christopher Snyder  Completed  02/22/2018 8:07 AM
Transportation Committee  Pending  03/06/2018 10:00 AM
County Board  Pending  03/13/2018 10:00 AM
OVERNIGHT TRAVEL REQUEST
Valid for ALL overnight travel
Revised 3-14-2017

REQUEST DATE: 2/21/2018

<table>
<thead>
<tr>
<th>NAME:</th>
<th>TITe: Highway Coordinator</th>
</tr>
</thead>
<tbody>
<tr>
<td>DEPARTMENT: Division of Transportation</td>
<td>ACCOUNT CODE: 1500 3510 53510</td>
</tr>
</tbody>
</table>

PURPOSE OF TRIP: (explain fully the necessity of making the trip)
To attend the IAPPO (Illinois Association of Public Procurement Officials) 2018 Spring Training Conference and Supplier Expo.

DESTINATION: East Peoria, Illinois

(Please include a detailed explanation if different from official business dates)
To arrive for a morning meeting 4/12/18.

Please indicate the estimated amount for each applicable expense.

<table>
<thead>
<tr>
<th>Expense</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>REGISTRATION:</td>
<td>$125.00</td>
</tr>
<tr>
<td>TRANSPORTATION:</td>
<td>$173.31</td>
</tr>
<tr>
<td>LODGING</td>
<td>$203.84</td>
</tr>
<tr>
<td>MISCELLANEOUS EXPENSES (parking, mileage, etc.)</td>
<td>$0.00</td>
</tr>
<tr>
<td>RENTAL CAR: (explain fully the necessity)</td>
<td>$0.00</td>
</tr>
<tr>
<td>REFERENCE MATERIALS:</td>
<td>$0.00</td>
</tr>
<tr>
<td>MEALS: (Per Diems)</td>
<td>$127.50</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$529.65</td>
</tr>
</tbody>
</table>

REVIEWED BY AND DATE APPROVED:

Signature on File

Department Head: ____________________________ Date: 2/21/18
(Signature)

Committee Name: ________________________________ Date: __________

County Board: ________________________________ Date: __________

Please note: If actual costs exceed the estimates, this form must be re-submitted for approval.
Traffic Engineer to travel to Irvine, California to attend the 2018 National Travel Monitoring Exposition and Conference. Expenses to include registration, transportation, lodging and meals, for an estimated County cost of $2,648.00.

<table>
<thead>
<tr>
<th>Name: Traffic Engineer</th>
<th>Department: Transportation Committee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Request Date: 02/14/18</td>
<td>Account Code: 1500-3500</td>
</tr>
</tbody>
</table>

**Purpose of Trip:** (explain fully the necessity of making the trip)

To attend the 2018 National Travel Monitoring Exposition and Conference which covers the latest techniques for collecting and disseminating traffic data, including travel times, volumes, and roadway performance measures of effectiveness. The conference also delves into using new technologies for remote and automatic data collection, sharing information in real time between agencies and the public, and building capabilities into traffic signal systems for the future data needs related to connected vehicles and autonomous vehicles.

<table>
<thead>
<tr>
<th>Destination: Irvine, California</th>
<th>Date of Departure: 06/10/18</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date of Return Arrival: 06/14/18</td>
<td></td>
</tr>
</tbody>
</table>

(Please include a detailed explanation if different from official business dates)
Rental car may be used if it results in lower airfare to/from LAX airport

**Please indicate the estimated amount for each applicable expense.**

<table>
<thead>
<tr>
<th>Expense</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Registration</td>
<td>625.00</td>
</tr>
<tr>
<td>Transportation</td>
<td>550.00</td>
</tr>
<tr>
<td>Lodging</td>
<td>760.00</td>
</tr>
<tr>
<td>Rental Car</td>
<td>175.00</td>
</tr>
<tr>
<td></td>
<td>250.00</td>
</tr>
<tr>
<td>Reference Materials</td>
<td>0</td>
</tr>
<tr>
<td>Meals: (Per Diem)</td>
<td>288.00</td>
</tr>
<tr>
<td><strong>Total:</strong></td>
<td><strong>$2,648.00</strong></td>
</tr>
</tbody>
</table>

**Reviewed by and Date Approved**

- Eva Hitchcock  Completed 02/20/2018 9:13 AM
- Christopher Snyder  Completed 02/20/2018 12:00 PM
- Transportation Committee  Pending 03/06/2018 10:00 AM
- County Board  Pending 03/13/2018 10:00 AM
OVERNIGHT TRAVEL REQUEST
Valid for ALL overnight travel
Revised 3-14-2017

REQUEST DATE: 2/14/2018

<table>
<thead>
<tr>
<th>NAME: [Redacted]</th>
<th>TITLE: Traffic Engineer</th>
</tr>
</thead>
<tbody>
<tr>
<td>DEPARTMENT: [Redacted]</td>
<td>ACCOUNT CODE: [Redacted]</td>
</tr>
</tbody>
</table>

PURPOSE OF TRIP: (explain fully the necessity of making the trip)
Attendance at the 2018 National Travel Monitoring Exposition and Conference (NATMEC), which covers the latest techniques for collecting and disseminating traffic data, including travel times, volumes, and roadway performance measures of effectiveness. The conference also delves into using new technologies for remote and automatic data collection, sharing information in real time between agencies and the public, and building capabilities into traffic signal systems for the future data needs related to connected vehicles and autonomous vehicles.

DESTINATION: NATMEC Conference, Irvine, CA

DATE OF DEPARTURE: 6/10/2018
DATE OF RETURN ARRIVAL: 6/14/2018

(Please include a detailed explanation if different from official business dates)
Rental car may be used if it results in lower airfare to/from LAX airport - will select the option with cheapest overall cost.

Please Indicate the estimated amount for each applicable expense:

| REGISTRATION: | $625.00 |
| TRANSPORTATION: | $550.00 |
| LODGING | $760.00 |
| MISCELLANEOUS EXPENSES (parking, mileage, etc.) | $175.00 |
| RENTAL CAR: (explain fully the necessity) | $250.00 |
| REFERENCE MATERIALS: | $0.00 |
| MEALS: (Per Diems) | $288.00 |
| TOTAL | $2,648.00 |

REVIEWED BY AND DATE APPROVED:

Signature on File

Department Head: ____________________________ Date: 2/20/18

Committee Name: ____________________________ Date: __________

County Board: ____________________________ Date: __________

Please note: If actual costs exceed the estimates, this form must be re-submitted for approval.
Requisition under 25k dollars

2018-63
# 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></td>
<td>04/01/18-03/31/19</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CONTRACT TOTAL AMOUNT</th>
<th>REQUESTING DEPT.</th>
</tr>
</thead>
<tbody>
<tr>
<td>$17,692.95</td>
<td>TRANSPORTATION COMMITTEE</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>Eva Hitchcock</td>
<td>Completed</td>
<td>02/06/2018 2:56 PM</td>
</tr>
<tr>
<td>Christopher Snyder</td>
<td>Completed</td>
<td>02/07/2018 9:06 AM</td>
</tr>
<tr>
<td>Kathy Ostrowski</td>
<td>Completed</td>
<td>02/08/2018 3:50 PM</td>
</tr>
<tr>
<td>James McGuire</td>
<td>Completed</td>
<td>02/14/2018 4:45 PM</td>
</tr>
<tr>
<td>Paul Rafac</td>
<td>Completed</td>
<td>02/15/2018 2:12 PM</td>
</tr>
<tr>
<td>Kathy Ostrowski</td>
<td>Completed</td>
<td>02/26/2018 8:47 AM</td>
</tr>
<tr>
<td>Transportation Committee</td>
<td>Pending</td>
<td>03/06/2018 10:00 AM</td>
</tr>
</tbody>
</table>
Purchase Requisition
Procurement Services Division

Send Purchase Order To:
Vendor: 1st Ayd Corporation Vendor #: 10579
Attn: Steve Schuttinga Email: 1staydsteve@gmail.com
Address: 1325 Gateway Drive
City: Elgin State: IL Zip: 60124
Phone: 847-622-0001 Fax:

Send Invoices To:
Dept: Division of Transportation Division: Fleet Maintenance
Attn: Kathy Curcio Email: kathy.black@dupageco.org
Address: 180 N. County Farm Road Room:
City: Wheaton State: IL Zip: 60187
Phone: 630-407-6892 Fax:

Send Payments To:
Vendor: 1st Ayd Corporation Vendor #: 10579
Attn: Email:
Address: 1325 Gateway Drive
City: Elgin State: IL Zip: 60124
Phone: 847-622-0001 Fax:

Payment Terms F.O.B. PO 20 Delivery Date Requisitioner
PER 50 ILCS 505/1 Destination Darcie Garza, CPPB

Use for Contract Administrator Contract Start Date Contract End Date Use for
PO25 only Apr 1, 2018 Mar 31, 2019 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>Extension</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1</td>
<td>EA</td>
<td>AUTOMOTIVE SHOP AEROSOLS AND SUPPLIES</td>
<td></td>
<td>1500</td>
<td>3520</td>
<td>52330</td>
<td></td>
<td></td>
<td>17,692.95</td>
<td>17,692.95</td>
</tr>
</tbody>
</table>

Requisition Total $17,692.95

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

THIS CONTRACT PURCHASE ORDER IS TO FURNISH AND DELIVER AUTOMOTIVE SHOP AEROSOLS AND SUPPLIES FOR THE PERIOD APRIL 1, 2018 THROUGH MARCH 31, 2019 PER LOW QUOTE 18-026-BF

THIS CONTRACT IS SUBJECT TO 3 ADDITIONAL ONE YEAR RENEWALS

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

SEND COMPLETED APPROVED PO TO STEVE SCHUTTINGA

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

FY2018 1500 3520 $2330 $10,000.00
FY2019 1500 3520 $7,692.95

Transportation - 02/20/18
**Procurement Review Checklist**

**Procurement Services Division**

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

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Dept: Division of Transportation</td>
<td>Contact: Joe Bechtold</td>
<td>Phone: 630-407-6931</td>
<td>Assigned Committee: Transportation</td>
</tr>
</tbody>
</table>

**Description of Procurement/Scope of Work/Background**
To furnish and deliver various automotive aerosols and shop supplies for a contract total not to exceed $17,692.95.

**Reason for Procurement**
To purchase shop aerosols and supplies needed to maintain County owned and operated vehicles.

**FUNDING SOURCE**
- [ ] Procurement budgeted for (FY and budget code(s)): 1500 3520 52330
- [ ] Budget Transfer (Date) __________ Add'l Information

**DECISION MEMO NOT REQUIRED**
- [ ] LOWEST RESPONSIBLE QUOTE # or BID # 18-026-BF (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 # __________________________

**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>DG, CPPB</td>
<td>Feb 5, 2018</td>
<td>______________________</td>
<td>2/15/18</td>
<td>IT Approval, if required</td>
<td>2/15/18</td>
</tr>
</tbody>
</table>

**REVIEWED BY (Initials Only)**

<table>
<thead>
<tr>
<th>Buyer</th>
<th>Date</th>
<th>Procurement Officer</th>
<th>Date</th>
<th>Chairman’s Office</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>____________</td>
<td>2/19/18</td>
<td>____________</td>
<td>2/14-18</td>
<td>____________</td>
<td>2-15-18</td>
</tr>
<tr>
<td>Chief Financial Officer</td>
<td>Date</td>
<td>(Decision Memos Over $25,000)</td>
<td>Date</td>
<td></td>
<td></td>
</tr>
<tr>
<td>____________</td>
<td>2-15-18</td>
<td>__________________________</td>
<td>__________________________</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
## COUNTY OF DU PAGE, ILLINOIS  
**PROCUREMENT SERVICES DIVISION**  
**QUOTE TABULATION**

**QUOTATION #18-026-BF**  
**AUTOMOTIVE AEROSOLS & SHOP SUPPLIES**  
**QUOTATION DUE DATE: 01/30/2018**

<table>
<thead>
<tr>
<th>COMPANY NAME</th>
<th>QUOTE SUMMITAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>1ST AYD CORPORATION</td>
<td>$ 17,692.95 **</td>
</tr>
<tr>
<td>FACTORY MOTOR PARTS dba ELLIOTT AUTO SUPPLY</td>
<td>$ 20,269.38</td>
</tr>
<tr>
<td>STANDARD INDUSTRIAL &amp; AUTOMOTIVE EQUIPMENT, INC.</td>
<td>$ 24,633.65 **</td>
</tr>
<tr>
<td>IMPERIAL SUPPLIES, LLC.</td>
<td>$ 30,372.63 ***</td>
</tr>
<tr>
<td>ADVANCE STORES CO., INC. dba ADVANCE AUTO PARTS</td>
<td>$ 35,463.64 **</td>
</tr>
</tbody>
</table>

** corrected total  
*** did not bid all items

INVITATIONS SENT: 24  
TOTAL QUOTES RECEIVED: 5

Jean McAvoy  
DuPage County Buyer  
X6181
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: 1/29/18

Bid/Contract/PO #: 18-0249-BF

Company Name: 1st Ayd Corporation
Contact Phone: 636 417 9414
Company Contact: Steve Schuttling
Contact Email: 1st_ayd_steve@Gmail.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 of 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.

Signature on File

Authorized Signature

Printed Name: Stephen Schuttling
Title: Sales Manager
Date: 1/29/18

Attach additional sheets if necessary. Sign each sheet and number each page. Page 1 of 1 (total number of pages)
Requisition under 25k dollars

2018-73
### 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>
<th>SOLICITATION METHOD FOR SOURCE SELECTION</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>04/01/18-11/30/18</td>
<td>$13,600.00</td>
<td>TRANSPORTATION COMMITTEE</td>
<td></td>
</tr>
</tbody>
</table>

- **Eva Hitchcock**
  - Completed
  - 02/21/2018 7:31 AM

- **Christopher Snyder**
  - Completed
  - 02/21/2018 8:25 AM

- **Kathy Ostrowski**
  - Completed
  - 02/21/2018 12:38 PM

- **James McGuire**
  - Completed
  - 02/22/2018 12:07 PM

- **Paul Rafac**
  - Completed
  - 02/23/2018 8:58 AM

- **Kathy Ostrowski**
  - Completed
  - 02/26/2018 9:04 AM

- **Transportation Committee**
  - Pending
  - 03/06/2018 10:00 AM
# Purchase Requisition
## Procurement Services Division

### Send Purchase Order To:
- **Vendor:** LRS Holdings, LLC d/b/a Lakeshore Recycling Systems, LLC
- **Vendor #:** 27126
- **Attn:** Joe Zepeda
- **Email:** jzepeda@LRSrecycles.com
- **Address:** 1655 Powis Road
- **City:** West Chicago
- **State:** IL
- **Zip:** 60185
- **Phone:** 773-746-5060

### Send Invoices To:
- **Dept:** Division of Transportation
- **Division:** Grounds
- **Attn:** Kathy Curcio
- **Email:** kathy.curcio@dupageco.org
- **Address:** 421 N. County Farm Road
- **City:** Wheaton
- **State:** IL
- **Zip:** 60187
- **Phone:** 630-407-6892
- **Fax:**

### Send Payments To:
- **Vendor:** LRS Holdings, LLC d/b/a Lakeshore Recycling Systems, LLC
- **Vendor #:** 27126
- **Attn:**
- **Address:** 6132 Oakton St.
- **City:** Morton Grove
- **State:** IL
- **Zip:** 60053
- **Phone:**

### Ship To:
- **Dept:** Division of Transportation
- **Division:** Grounds
- **Attn:** Keith Fuchs
- **Email:** keith.fuchs@dupageco.org
- **Address:** 140 N. County Farm Road
- **City:** Wheaton
- **State:** IL
- **Zip:** 60187
- **Phone:** 630-407-6920
- **Fax:** 630-407-6921

### Payment Terms:
- **F.O.B.:**
- **PO 20 Delivery Date:**
- **Requisitioner:** Darce Garza, CPPB

### Information 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格 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>Double Dyed, Double Processed</td>
<td>Hardwood Mulch</td>
<td>1500</td>
<td>1101</td>
<td>52270</td>
<td></td>
<td></td>
<td>13,600.00</td>
<td>13,600.00</td>
</tr>
</tbody>
</table>

**Requisition Total:** $13,600.00

**Header Comments:** These comments will appear on the PO20 and PO25 Purchase Order:

This contract purchase order is to furnish and deliver double dyed, double processed, hardwood mulch per low quote 18-052-GV.

There will be approximately ten (10) semi load shipments, of approximately eighty (80) cubic yards per shipment. Orders will be placed on an "as needed" basis, by request during the period April 1, 2018 through November 30, 2018.

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

email completed approved PO to Joe at jzepeda@LRSrecycles.com

**User Department Internal Notes:** These comments will NOT appear on the Purchase Order:

Transportation - 03/06/18
## 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: Lakeshore Recycling Systems, LLC</th>
<th>Vendor #: 27126</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dept: Division of Transportation</td>
<td>Contact: Darcie Garza, CPP</td>
</tr>
<tr>
<td></td>
<td>Phone: 630-407-6906</td>
</tr>
<tr>
<td>Description of Procurement/Scope of Work/Background</td>
<td>To furnish and deliver double dyed, double processed, hardwood mulch for a contract total not to exceed $13,600.00.</td>
</tr>
<tr>
<td>Reason for Procurement: Mulch is spread or laid over the surface of soil as a covering. It is used to retain moisture in the soil, suppress weeds, keep the soil cool and make the County campus look more attractive.</td>
<td></td>
</tr>
</tbody>
</table>

### FUNDING SOURCE

- [x] Procurement budgeted for (FY and budget code(s)): 1500 1101 52270
- [ ] Budget Transfer (Date) ___________ Add'l Information

### DECISION MEMO NOT REQUIRED

- [x] LOWEST RESPONSIBLE QUOTE # or BID # 18-052-GV (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
- [ ] 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)

- DG, CPPB
- Prepared By ________________
- Date: Feb 12, 2018
- Recommended for Approval Date: 2/20/18
- IT Approval, if required Date: ___________

### REVIEWED BY (Initials Only)

- Buyer ________________
- Date: 2/1/18
- Procurement Officer ________________
- Date: 2/22/18
- Chief Financial Officer (Decision Memos Over $25,000) ________________
- Date: 2/23/18
- Chairman’s Office (Decision Memos Over $25,000) ________________
- Date: ___________
QUOTE #Q18-052-GV
QUOTE OPENING DATE: FEBRUARY 9, 2018
HARDWOOD MULCH

<table>
<thead>
<tr>
<th>VENDOR</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAKESHORE RECYCLING SYSTEMS</td>
<td>$13,600.00</td>
</tr>
<tr>
<td>KRAMER TREE SPECIALISTS</td>
<td>$19,500.00</td>
</tr>
</tbody>
</table>

Glenda Vasak, buyer II

NO QUOTE RESPONSES:

<table>
<thead>
<tr>
<th>INVITATIONS SENT</th>
<th>TOTAL DOCUMENTS REQUESTED</th>
<th>TOTAL RESPONSES RECEIVED</th>
</tr>
</thead>
<tbody>
<tr>
<td>14</td>
<td>5</td>
<td>2</td>
</tr>
</tbody>
</table>
Required Vendor Ethics Disclosure Statement

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

Date: 2/6/18

Company Name: Lakeshore Recycling Systems

Company Contact: Joe Zepeda

Contact Phone: 773-746-5060

Contact Email: zepeda@lrsrecycles.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 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 $50,000, 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 chairmen, or countywide elected official whose office the contract is 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.

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.

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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/Policy/

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

Authorized Signature:

Printed Name: Joe Zepeda

Title: General Manager

Date: 2/6/18

Signature on File

Packet Pg. 42
Requisition under 25k dollars

2018-77
**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><strong>CONTRACT TOTAL AMOUNT</strong></td>
</tr>
</tbody>
</table>

**SOLICITATION METHOD FOR SOURCE SELECTION**

- Eva Hitchcock: Completed 02/21/2018 2:31 PM
- Christopher Snyder: Completed 02/21/2018 2:47 PM
- Kathy Ostrowski: Completed 02/22/2018 3:43 PM
- James McGuire: Completed 03/01/2018 2:02 PM
- Paul Rafac: Completed 03/01/2018 2:47 PM
- Kathy Ostrowski: Completed 03/01/2018 2:56 PM
- Transportation Committee: Pending 03/06/2018 10:00 AM
## Purchase Requisition
### Procurement Services Division

### Send Purchase Order To:
- **Vendor:** Rush Truck Centers Of Illinois, Vendor #: 13272-RO2
- **Address:** 575 Saint Paul Blvd.
- **City:** Carol Stream, State: IL, Zip: 60188
- **Phone:** 815-553-8329

### Send Invoices To:
- **Dept:** Division of Transportation
- **Address:** 202 N. County Farm Road
- **City:** Wheaton, State: IL, Zip: 60187
- **Fax:** 630-407-6892

### Send Payments To:
- **Vendor:** Rush Truck Centers of Illinois, Inc., Vendor #: 13272-RO2
- **Address:** Interstate Billing Service - PO Box 2208
- **City:** Decatur, State: IL, Zip: 35609-2208

### Ship To:
- **Dept:** Division of Transportation
- **Address:** 180 N. County Farm Road
- **City:** Wheaton, State: IL, Zip: 60187
- **Fax:** 630-407-6931

### Requisitioner:
- **Name:** Darcie Garza, CPPB

### Purchase Order Information:
- **PO 20 Delivery Date:** Mar 6, 2018
- **Contract Start Date:** Mar 6, 2018
- **Contract End Date:** Feb 28, 2019
- **Use for:** PO25 only

### Item Details 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>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>CUMMINS REPAIR AND REPLACEMENT PARTS</td>
<td></td>
<td>1500</td>
<td>3520</td>
<td>52250</td>
<td></td>
<td></td>
<td>20,000.00</td>
<td>20,000.0</td>
</tr>
</tbody>
</table>

### Header Comments:
- This contract purchase order is to furnish and deliver Cummins Repair and Replacement Parts, for the period March 6, 2018 through February 28, 2019 per low quote 18-025-JM
- This contract is subject to three (3) additional one (1) year renewals
- Dollar value is estimated. Orders will be placed on an "as needed" basis, with actual items and quantities specified at the time of order placement.

### User Department Internal Notes:
- Please email completed approved PO to Jim Uteg

### Transportation:
- 03/06/18
## 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: Rush Truck Centers of Illinois, Inc.</th>
<th>Vendor #: 13272</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dept: Division of Transportation</td>
<td>Phone: 630-407-6931</td>
</tr>
<tr>
<td>Contact: Joe Bechtold</td>
<td>Assigned Committee: Transportation</td>
</tr>
<tr>
<td>Contract Term: 3/6/2018 - 2/28/2019</td>
<td>Contract Total: $20,000.00</td>
</tr>
<tr>
<td>Description of Procurement/Scope of Work/Background</td>
<td>This contract purchase order is to furnish and deliver Cummins Engine Repair and Replacement parts for a contract total not to exceed $20,000.00.</td>
</tr>
<tr>
<td>Reason for Procurement: To provide Cummins repair and replacement parts required for the repair and maintenance of County owned and operated vehicles and equipment.</td>
<td></td>
</tr>
</tbody>
</table>

### FUNDING SOURCE

- [ ] Procurement budgeted for (FY and budget code(s)): 1500 3520 52250
- [ ] Budget Transfer (Date) ___________ Add'l Information

### DECISION MEMO NOT REQUIRED

- [x] LOWEST RESPONSIBLE QUOTE # or BID # 18-025-JM (QUOTE < $25,000, BID ≥ $25,000; attach Tabulation)
- [ ] RENEWAL, Enter Bid # ____________________________ [ ] Intergovernmental Agreement
- [ ] SOLE SOURCE per DuPage County Purchasing Ordinance, Article 4-10215 (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)

| Prepared By | Prepared By: | Date: Feb 20, 2018 | Recommended for Approval: | Date: 2/14/18 | IT Approval, if required: | Date: ____________ |

**REVIEWED BY (Initials Only)**

<table>
<thead>
<tr>
<th>Buyer</th>
<th>Date: 2/14/18</th>
<th>Procurement Officer</th>
<th>Date: 3/1/18</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chief Financial Officer</td>
<td>Date: 2/1/18</td>
<td>Chairman's Office</td>
<td>Date: (Decision Memos Over $25,000)</td>
</tr>
<tr>
<td>(Decision Memos Over $25,000)</td>
<td>Date: 3/1/18</td>
<td>Chairman's Office</td>
<td>Date: (Decision Memos Over $25,000)</td>
</tr>
</tbody>
</table>
COUNTY OF DU PAGE, ILLINOIS
PROCUREMENT SERVICES DIVISION
QUOTE TABULATION

QUOTATION #18-025-JM
CUMMINS ENGINE REPAIR & REPLACEMENT PARTS
QUOTATION DUE DATE: 02/16/18

<table>
<thead>
<tr>
<th>COMPANY NAME</th>
<th>Discount / Markup from Current 2018 Price List QUOTE SUMMITAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>RUSH TRUCK CENTERS OF ILL, INC.</td>
<td>22.5% Discount</td>
</tr>
<tr>
<td>PATSON INC. dba TRANSCHICAGO TRUCK GROUP</td>
<td>10.0% Discount</td>
</tr>
</tbody>
</table>

NO QUOTE RESPONSE:
General Truck Parts & Equipment – cannot quote firm discount at this time
Coffman Trucks – not interested in quoting
Advance Auto – do not carry Cummins parts

INVITATIONS SENT: 26  TOTAL QUOTES RECEIVED: 2

Joan McAvoy
DuPage County Buyer
X6181
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 7.B.3.d 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>
</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 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
- 90 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 read and understand the above disclosures.

Authorized Signature

[Signature]

Printed Name

[Name]

Title

[Title]

Date

[Date]

Packet Pg. 48
Requisition under 25k dollars

2018-74
## Requisition under 25k dollars

### 2018-74

**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></td>
<td>06/01/18-11/30/18</td>
<td>$21,587.40</td>
<td>TRANSPORTATION COMMITTEE</td>
</tr>
</tbody>
</table>

### SOLICITATION METHOD FOR SOURCE SELECTION

<table>
<thead>
<tr>
<th>Name</th>
<th>Status</th>
<th>Date Completed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Eva Hitchcock</td>
<td>Completed</td>
<td>02/21/2018 7:36 AM</td>
</tr>
<tr>
<td>Christopher Snyder</td>
<td>Completed</td>
<td>02/21/2018 8:25 AM</td>
</tr>
<tr>
<td>Kathy Ostrowski</td>
<td>Completed</td>
<td>02/21/2018 12:35 PM</td>
</tr>
<tr>
<td>James McGuire</td>
<td>Completed</td>
<td>02/22/2018 12:00 PM</td>
</tr>
<tr>
<td>Paul Rafac</td>
<td>Completed</td>
<td>02/23/2018 8:56 AM</td>
</tr>
<tr>
<td>Kathy Ostrowski</td>
<td>Completed</td>
<td>02/23/2018 10:02 AM</td>
</tr>
<tr>
<td>Transportation Committee</td>
<td>Pending</td>
<td>03/06/2018 10:00 AM</td>
</tr>
</tbody>
</table>
## Purchase Requisition
### Procurement Services Division

<table>
<thead>
<tr>
<th>Send Purchase Order To:</th>
<th>Send Invoices To:</th>
</tr>
</thead>
</table>
| Vendor: Trugreen Limited Partnership  
Vendor #: 28482  
Attn: Jack Gerdevich  
Email: jackgerdevich@trugreenmail.com | Dept: Division of Transportation  
Division: Highway Maintenance  
Attn: Kathy Curcio  
Email: kathy.black@dupageco.org |
| Address: 1075 Carolina Drive  
City: West Chicago  
State: IL  
Zip: 60185  
Phone: 847-652-6054  
Fax: 630-231-8861 | Address: 421 N. County Farm Road  
City: Wheaton  
State: IL  
Zip: 60187  
Phone: 630-407-6892  
Fax: 630-407-6861 |

<table>
<thead>
<tr>
<th>Send Payments To:</th>
<th>Ship To:</th>
</tr>
</thead>
</table>
| Vendor: Trugreen Limited Partnership  
Vendor #: 28482  
Attn: Jack Gerdevich  
Email: jackgerdevich@trugreenmail.com | Dept: Division of Transportation  
Division: Highway Maintenance  
Attn: John Gavurnik  
Email: john.gavurnik@dupageco.org |
| Address: 1075 Carolina Ave.  
City: West Chicago  
State: IL  
Zip: 60187  
Phone: 847-652-6054  
Fax: 630-231-8861 | Address: 140 N. County Farm Road  
City: Wheaton  
State: IL  
Zip: 60187  
Phone: 630-407-6936  
Fax: 630-407-6921 |

<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></td>
<td>Darcie Garza, CPPB</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>
<th>Use for</th>
</tr>
</thead>
<tbody>
<tr>
<td>PO25 only</td>
<td></td>
<td>Jun 1, 2018</td>
<td>Nov 30, 2018</td>
<td>PO25 only</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>Acctg Unit</th>
<th>Acct #</th>
<th>Sub-Accts and/or Activity #</th>
<th>Unit Price</th>
<th>Extension</th>
<th>Requisition Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1</td>
<td>EA</td>
<td>WEED CONTROL</td>
<td></td>
<td></td>
<td>1500</td>
<td>3510</td>
<td>53320</td>
<td>21,587,40</td>
<td>21,587,40</td>
<td></td>
<td>21,587,40</td>
</tr>
</tbody>
</table>

**Header Comments**: These comments will appear on the PO20 and PO25 Purchase Order:

THIS CONTRACT PURCHASE ORDER IS FOR THE PROVISION OF WEED CONTROL FOR VARIOUS DUPAGE RIGHT OF WAYS AND PATH LOCATIONS FOR THE PERIOD JUNE 1, 2018 THROUGH NOVEMBER 30, 2018 PER LOW BID 17-056-JM, OPTION TO RENEW.

THIS IS THE FIRST OF THREE OPTIONAL RENEWALS.

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

SEND COMPLETED APPROVED PO TO JACK GERDEVICH.

**User Department Internal Notes**: These comments will NOT appear on the Purchase Order:

Transportation - 03/06/18
Procurement Review Checklist
Procurement Services Division

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

Vendor: Trugreen Limited Partnership  Vendor #:  28482
Dept: Division of Transportation  Contact: John Gavurnik


Description of Procurement/Scope of Work/Background:
This contract purchase order is for the provision of Weed Control, for various DuPage County Right of Ways and Path locations for a contract total not to exceed $21,587.40

Reason for Procurement:
Weed Control for various DuPage County Right-of-ways and path locations.

FUNDING SOURCE:
[ ] Procurement budgeted for (FY and budget code(s)):  1500 3510 53320
[ ] 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 #  17-056-JM  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 RESPONSIBLED, BID #

PREPARED BY AND APPROVAL(S) (Initials Only)

Prepared By:  Date:  Recommended for Approval:  Date:  IT Approval, if required:  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:  

Date:  Feb 9, 2018
MinuteTraq (IQM2) ID #:  12049

Attachment: Trugreen - Checklist (2018-74 : Outdoor Home Services Holdings LLC, d/b/a TruGreen and Action Pest Control)
This agreement, made and entered into by the County of DuPage, Department of Finance, Procurement Services Division, 421 North County Farm Road, Wheaton, Illinois, 60187, hereinafter called the "County" and TruGreen Limited Partnership, 1075 Carolina Drive, West Chicago, IL 60185, hereinafter called the "Contractor", witnesseth;

The County and the Contractor have previously entered into a Contract, pursuant to Bid #17-056-JM which became effective June 10, 2017 and which expired November 30, 2017. The contract is subject to a FIRST option (of three) to renew.

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

The contract renewal becomes effective June 1, 2018 and expires November 30, 2018, contingent upon Parent Committee approval.

TRUGREEN LIMITED PARTNERSHIP
Signature on File

COUNTY OF DU PAGE, ILLINOIS
Signature on File

Anton J. Pienscheke
General Manager

Joan McAvoy
DuPage County Buyer
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 or more contracts, or two 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>
</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 contractor 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 disclosures are 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
- Within 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: Anton J. Ignaszek
Title: General Manager
Date: 2-8-2018

Signature on File

Packet Pg. 54
AWARDING RESOLUTION

ISSUED TO GRAYBAR ELECTRIC COMPANY, INC.

TO FURNISH AND DELIVER ELECTRICAL, LIGHTING,
DATA & COMMUNICATION, NETWORKING AND SECURITY PRODUCTS
AS NEEDED FOR FACILITIES MANAGEMENT, PUBLIC WORKS,
INFORMATION TECHNOLOGY, STORMWATER,
AND THE DIVISION OF TRANSPORTATION

(CONTRACT TOTAL NOT TO EXCEED $994,000.00)

WHEREAS, pursuant to Intergovernmental Agreement between the County of DuPage and U.S. Communities, the County will contract with Graybar Electric Company, Inc.; and

WHEREAS, the Public Works, Transportation, Stormwater and Technology Committees recommend County Board approval for the issuance of a contract purchase order to Graybar Electric Company, Inc., to furnish and deliver electrical, lighting, data & communication, networking and security products, as needed for Facilities Management, Public Works, Information Technology, Stormwater and the Division of Transportation, for the period April 1, 2018 through January 31, 2021.

NOW, THEREFORE BE IT RESOLVED, that County Contract, covering said, to furnish and deliver electrical, lighting, data & communication, networking and security products, as needed for Facilities Management, Public Works, Information Technology, Stormwater and the Division of Transportation, for the period April 1, 2018 through January 31, 2021, be, and it is hereby approved for issuance of a contract purchase order by the Procurement Division to, Graybar Electric Company, Inc., 34 N Meramec Avenue, St. Louis, MO 63105, for a total contract amount not to exceed $994,000.00. (Facilities Management $500,000, Public Works $350,000, Information Technology $75,000, Stormwater $24,000 and the Division of Transportation $45,000)

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

____________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

Attest: _________________________________
PAUL HINDS, COUNTY CLERK
Requisition 25k and over

FM-P-0063-18

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>
</tr>
</thead>
<tbody>
<tr>
<td>February 13, 2018</td>
<td>$994,000.00</td>
<td>APRIL 1, 2018 THROUGH JANUARY 31, 2021</td>
<td>FACILITIES</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>MANAGEMENT</td>
</tr>
</tbody>
</table>

SOLICITATION METHOD FOR SOURCE SELECTION

Decision Memo Required  Per Cooperative Agreement

Laura Grobe  Completed  02/13/2018 4:06 PM
Tim Harbaugh  Completed  02/14/2018 8:47 AM
Nick Kottmeyer  Completed  02/14/2018 1:26 PM
Eva Hitchcock  Completed  02/15/2018 8:33 AM
Christopher Snyder  Completed  02/15/2018 10:39 AM
Sarah Hunn  Completed  02/15/2018 10:21 PM
Tony Charlton  Completed  02/16/2018 8:35 AM
Sarah Godzicki  Completed  02/20/2018 3:50 PM
Deborah Hanson  Completed  02/20/2018 3:51 PM
Donald Carlsen  Completed  02/20/2018 3:57 PM
Kathy Ostrowski  Completed  02/21/2018 8:47 AM
James McGuire  Completed  02/22/2018 3:17 PM
Paul Rafac  Completed  02/23/2018 8:53 AM
Tom Cuculich  Completed  02/23/2018 8:55 AM
Kathy Ostrowski  Completed  02/26/2018 1:06 PM
Stormwater Management Committee  Pending  03/06/2018 7:30 AM
Public Works Committee  Pending  03/06/2018 9:15 AM
Transportation Committee  Pending  03/06/2018 10:00 AM
Finance Committee  Pending  03/13/2018 8:00 AM
Technology Committee  Pending  03/13/2018 9:00 AM
County Board  Pending  03/13/2018 10:00 AM
**Purchase Requisition**

**Procurement Services Division**

**Date:** Feb 14, 2018

**MinuteTraq (IQM2) ID #:** 11468

**Department Req #:**

**RFP, Bid or Quote #:** US Comm#EV-2

---

### Send Purchase Order To:

| Vendor: Graybar Electric Company, Inc. | Vendor #: 10124 |
| Attn: Stephen Pleli | Email: StephenPleli@graybar.com |
| Address: 900 Regency Drive | Phone: 630-893-3600 |
| City: Glendale Heights | State: IL | Zip: 60139 |

### Send Invoices To:

| Dept: Facilities Management |
| Attn: Tim Harbaugh |
| Email: mary.ventrella@dupageco.org |
| Address: 421 N. County Farm Road | Phone: 630-407-5700 |
| City: Wheaton | State: IL | Zip: 60187 |

### Send Payments To:

| Dept: Facilities Management |
| Attn: |
| Email: |
| Address: 12431 Collections Center Dr. | Phone: |
| City: Chicago | State: IL | Zip: 60693 |

### Send To:

| Dept: Facilities Management |
| Attn: |
| Email: |
| Address: various locations | Phone: |
| City: | State: IL | Zip: |

### Payment Terms

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<td>Laura Grobe</td>
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### Use for

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<td>Laura Grobe</td>
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### PO 20 Delivery Date

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<tbody>
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<td>Jan 31, 2021</td>
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### Special Instructions/Comments to Buyer or Approver

User Department Internal Notes

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**Header Comments**

(These comments will appear on the PO20 and PO25 Purchase Order):

Furnish and deliver electrical, lighting, data & communication, networking and security products, as needed for various 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):

Public Works, Division of Transportation, Stormwater: 03/06/18  Information Technology, County Board: 03/13/18

---

**Requisition Total**: $994,000
**Decision Memo**  
**Procurement Services Division**

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

---

**Requesting Department:** Facilities Management  
**Department Contact:** Laura Grobe  
**Contact Email:** laura.grobe@dupageco.org  
**Contact Phone:** 407-5665  
**Vendor Name:** Graybar Electric Company, Inc.  
**Vendor #:** 10124

---

**Date:** Feb 14, 2018  
**MinuteTraq (IQM2) ID #:** 11468  
**Department Requisition #:**

---

**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 electrical, lighting, data & communication, networking and security products, as needed for County facilities, for the period April 1, 2018 through January 31, 2021, for a total contract amount not to exceed $994,000.00. (Facilities Management $500,000, Public Works $350,000, Information Technology $75,000, Stormwater $24,000 and the Division of Transportation $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, County electrical staff perform electrical repairs, routine and preventive maintenance, building improvements and various projects throughout the County facilities. Having the option to purchase through a cooperative purchasing agreement gives the County the flexibility to obtain specific materials from previously vetted vendors which reduces lead and down times on critical projects. County staff compares products along with pricing with multiple vendors and orders from the vendor who provides the lowest cost.

---

**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.

County electricians perform repairs, maintenance and various projects to keep information flowing to all County employees, elected officials and visitors through the use of computers, telephones, security cameras and the IT infrastructure system.

---

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

Graybar Electric Company, Inc. holds U.S. Communities Contract #EV-2370 which allows the County to purchase from a comprehensive product offering for power distribution, lighting, building management, facility maintenance and protection needs at significantly discounted prices. The U.S. Communities program is a nonprofit national purchasing cooperative developed by governmental agencies. Utilizing the pooled power of public agencies nationwide the program lowers purchasing costs.

---

**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 Graybar Electric Company, Inc. through U.S. Communities. 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 items out to quote or bid, however this is not recommended due to the quantity and frequency of small value items that would need to be quote or bid.

---

**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 Facilities Management, Public Works, Information Technology, Stormwater and the Division of Transportation.
Graybar U.S. Communities

Join U.S. Communities  Graybar Contact Form  U.S. Communities Webinars

Electrical microsite  Telecommunications microsite  LED microsite

Graybar has been a long-term participant with U.S. Communities, a non-profit organization serving the interests of government procurement. U.S. Communities helps facilitate state, local government and education agencies make purchases from existing bid awards through the use of cooperative purchasing laws. There is no cost to participate in the U.S. Communities program. All you have to do is register online at www.uscommunities.org. For information on Graybar’s U.S. Communities Program, call us at 1-800-GRAYBAR or email us at uscommunities@graybar.com.

NEW Graybar Electrical, Lighting, Data/Communication, Networking & Security Contract

Lead Agency:
City of Kansas City MO

Contract Number:
EV-2370

5 year initial term, February 01, 2018 to January 31, 2023
Option to renew for (3) additional (2) year periods

View the Contract Documents »

- EV-2370 Letter of Intent to Award
- [PDF] EV2370 Master Agreement
- [PDF] EV2370 RFP Documents
- [PDF] EV2370 Combined Ad Postings

About the Program

Graybar values our long standing strategic relationship with U.S. Communities and our company is continuing to bring value added solutions to their membership base as the awarded supplier of

About Graybar

Today procurement professionals face the challenge of improving operational efficiencies and procuring more materials – all within compressed time frames and limited resources. With a broad

https://www.graybar.com/industries/government/contracts/usc
electrical, lighting, communications, data networking and security products through the U.S. Communities program, a nonprofit national purchasing cooperative developed by government agencies. Utilizing the pooled power of public agencies nationwide, the program lowers purchasing costs, while providing the quality of service and expertise for which Graybar is known.

Graybar provides electrical and telecommunications products through the U.S. Communities contract to:

- State Agencies
- Counties, Boroughs and Parishes
- Cities, Municipalities, Villages and Townships
- Dependent and Independent Special Districts (such as water departments)
- Public and Private Schools, including K-12, Community Colleges and Universities
- Non-Profit and Charitable Institutions

spectrum of electrical, lamps, lighting, power and safety products from industry leaders, we stock a comprehensive product offering for your power distribution and control, lighting, building management, facility maintenance and protection needs.

Through the contract awarded by lead public agency City of Kansas City, MO, Graybar also offers services that include, but are not limited to: inventory control, technical support, eBusiness, contract compliance, emergency preparedness, engineering assistance, systems analysis, product replacement, system retrofits or upgrades, installation and integrated services. These services will help participating agencies power and network their facilities with speed, intelligence and efficiency. Services will be provided through established relationships with existing Graybar suppliers, contractors, integrators or agency preferred companies.

At Graybar, our goal is simple. We listen to what you need, we connect you to the right product or service and then we deliver on our word. It's how Graybar works to your advantage.

Catalogs and Brochures

© Graybar Services, Inc. All Rights Reserved.
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.

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 or vendor 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

Signature on file

7.B.5.d
# 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: Graybar Electric Company, Inc.</th>
<th>Contract #</th>
<th>Term:</th>
<th>Contract Total:</th>
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<tr>
<td></td>
<td>01024</td>
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<td>$994,000.00</td>
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**Dept:** Facilities Management

**Contact:** Laura Grohe

**Phone:** 630-407-5665

**Assigned Committee:** PW, DOT: 03/06/18

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

Recommendation for the approval of a contract purchase order to furnish and deliver electrical, lighting, data & communication, networking and security products, as needed for County facilities, for a total contract amount not to exceed $995,000.00. (Facilities Management $500,000, Public Works $350,000, Information Technology $75,000, Stormwater - $24,000 and the Division of Transportation - $45,000)

**Reason for Procurement**

In order to be cost effective and efficient, County electrical staff perform electrical repairs, routine and preventive maintenance, building improvements and various projects throughout the County facilities.

---

**FUNDING SOURCE**

- Procurement budgeted for (FY and budget code(s)): 1000-1100-52270, 6000-1220-54010 (see Requisition for additional funding sources)

- 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)
- Per Coop (DPC4-107) select one below

U.S. Communities # EV-2370

- 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)**

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<th>Prepared By</th>
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<th>IT Approval, if required</th>
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**FORM OPTIMIZED FOR ADOBE READER VERSION 9 OR LATER**
AWARDING RESOLUTION
ISSUED TO PATTEN INDUSTRIES, INC.
TO FURNISH AND DELIVER
CATERPILLAR REPAIR AND REPLACEMENT PARTS AND SUBLET LABOR
AS NEEDED FOR THE DIVISION OF TRANSPORTATION
(CONTRACT TOTAL NOT TO EXCEED $45,000.00)

WHEREAS, a sole source quotation has been obtained in accordance with County Board policy; and

WHEREAS, the Transportation Committee recommends County Board approval for the issuance of a contract purchase order to Patten Industries, Inc., to furnish and deliver Caterpillar repair and replacement parts and sublet labor, as needed for the Division of Transportation, for the period May 1, 2018 through April 30, 2019.

NOW, THEREFORE, BE IT RESOLVED that County contract to furnish and deliver Caterpillar repair and replacement parts and sublet labor, as needed for the Division of Transportation, for the period May 1, 2018 through April 30, 2019 is hereby approved for issuance of a contract purchase order to Patten Industries, Inc., 635 West Lake Street, Elmhurst, Illinois 60126, for a contract total not to exceed $45,000.00, exempt from bidding per 55 ILCS 5/5-1022 (c) not suitable for competitive bids.

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

________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

Attest: _________________________________
PAUL HINDS, COUNTY CLERK
Requisition 25k and over

DT-P-0051-18

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

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<th>DATE SUBMITTED</th>
<th>CONTRACT TERM</th>
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SOLICITATION METHOD FOR SOURCE SELECTION

**No Decision Memo Required**  Sole Source - Attach Sole Source Justification

Eva Hitchcock  Completed  02/15/2018 8:32 AM
Christopher Snyder  Completed  02/15/2018 10:40 AM
Kathy Ostrowski  Completed  02/20/2018 8:20 AM
James McGuire  Completed  03/01/2018 12:36 PM
Paul Rafac  Completed  03/01/2018 2:32 PM
Kathy Ostrowski  Completed  03/01/2018 3:02 PM
Transportation Committee  Pending  03/06/2018 10:00 AM
Finance Committee  Pending  03/13/2018 8:00 AM
County Board  Pending  03/13/2018 10:00 AM
# Purchase Requisition

**Procurement Services Division**

**Packet Pg. 65**

---

**Send Purchase Order To:**
- **Vendor:** Patten Industries, Inc.
  - **Vendor #:** 10149
- **Attn:** Frank Grandinetti
  - **Email:** grandinettlf@pattencat.com
- **Address:** 635 W. Lake St.
- **City:** Elmhurst
  - **State:** IL
  - **Zip:** 60126
- **Phone:** 630-758-1202
  - **Fax:**

**Send Payments To:**
- **Vendor:** Patten Industries, Inc.
  - **Vendor #:** 10149
- **Attn:**
- **Address:** 635 W. Lake St.
- **City:** Elmhurst
  - **State:** IL
  - **Zip:** 60126
- **Phone:** 630-758-1202
  - **Fax:**

**Send Invoices To:**
- **Dept:** Division of Transportation
  - **Division:** Fleet Maintenance
- **Attn:** Kathy Curcio
  - **Email:** kathy.black@dupageco.org
- **Address:** 421 N. County Farm Road
  - **City:** Wheaton
    - **State:** IL
    - **Zip:** 60187
- **Phone:** 630-407-6892
  - **Fax:**

**Payment Terms**
- **PO 20 Delivery Date:**
- **Requisitioner:** Darcie Garza, CPPB
- **Use for PO25 only:**
- **Contract Administrator:**
- **Contract Start Date:** May 1, 2018
- **Contract End Date:** Apr 30, 2019

**Item Detail (Product #)**

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**Requisition Total:** 45,000.00

---

**Header Comments:**

THIS CONTRACT PURCHASE ORDER IS TO FURNISH AND DELIVER CATERPILLAR REPAIR, REPLACEMENT PARTS, SERVICE AND SUBLET LABOR FOR VARIOUS COUNTY OWNED AND OPERATED CATERPILLAR EQUIPMENT, FOR THE PERIOD MAY 1, 2018 THROUGH APRIL 30, 2019.

SOLE AUTHORIZED DEALER

DOLLAR VALUE IS ESTIMATED. ORDERS WILL BE PLACED ON AN "AS NEEDED" BASIS, WITH ITEMS AND QUANTITIES SPECIFIED AT THE TIME ORDERS ARE PLACED.

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

EMAIL COMPLETED APPROVED PO TO FRANK GRANDINETTI

**User Department Internal Notes:**

FY2018 1500 3520 52250 $30,000
FY2019 1500 3520 52250 $6,000
FY2018 1500 3520 53380 $8,000
FY2019 1500 3520 53380 $1,000

DT-P-0051-18
Transportation - 03/06/18
County Board - 03/13/18

---

FORM OPTIMIZED FOR ADOBE READER VERSION 9 OR LATER

Packet Pg. 65
Procurement Review Checklist
Procurement Services Division
This form must accompany all Purchase Order Requisitions
Attach Required Vendor Ethics Disclosure Statement

Vendor: Patten Industries, Inc.  Vendor #: 10149
Dept: Division of Transportation  Contact: Joe Bechtold

Contract Term: 5/1/2018 - 4/30/2019  Contract Total: $45,000.00
Phone: 630-407-6931  Assigned Committee: Transportation

Description of Procurement/Scope of Work/Background
To furnish and deliver Caterpillar repair, replacement parts and sublet labor for a contract total not to exceed $45,000.00.

Reason for Procurement
To purchase Caterpillar repair, replacement parts and sublet labor for the County owned and operated Caterpillar equipment.

FUNDING SOURCE
☐ Procurement budgeted for (FY and budget code(s)): 1500 3520 52250, 53380
☐ 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 # ________________________________

PREPARED BY AND APPROVAL(S) (Initials Only)

DG, CPPB  Feb 7, 2018  Recommended for Approval  2/13/18
Prepared By  Date  IT Approval, if required  Date

REVIEWED BY (Initials Only)

Buyer  2/22/18  Procurement Officer  2/13/18
Date  Date
Chief Financial Officer  3/1/18
(Decision Memos Over $25,000)  Date  Chairman's Office
(Decision Memos Over $25,000)  Date

Packet Pg. 66
# JUSTIFICATION FOR SOLE SOURCE

(PLEASE COMPLETE AND ATTACH TO PURCHASE REQUISITION)

<table>
<thead>
<tr>
<th>REQUISITION #</th>
<th>18-1500-022</th>
<th>DEPARTMENT</th>
<th>Division of Transportation</th>
</tr>
</thead>
<tbody>
<tr>
<td>MANUFACTURER</td>
<td>Caterpillar</td>
<td>PRODUCT #</td>
<td>Various</td>
</tr>
</tbody>
</table>

**DESCRIBE ITEM BEING JUSTIFIED AND ITS FUNCTION:**

Various Caterpillar Repair, Replacement Parts, Service and Sublet Labor

**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
- [x] 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 manufacturer's product can be used)
- [ ] the software manufacturer (and sole maintenance/update provider)
- [ ] other – (please detail below or in an attachment)

**REQUESTED SOURCE**

Patten Industries, Inc.  
PHONE: 630-516-4346  
CONTACT: Frank Grandinetti  
WEBSITE: www.pattencat.com

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

Original Equipment Manufacturer Repair, Replacement Parts, Service and Sublet Labor.

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

Yes

**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)**

It is confirmed via the attached letter that Patten Industries, Inc. is the only authorized Caterpillar dealer in the Chicagoland area and other parts of Northern Illinois plus two counties in Indiana, near the Illinois border.

---

**Signature on File**  
DEPARTMENT APPROVAL:  
DATE: 2/13/18  

**Signature on File**  
PURCHASING REVIEW:  
DATE: 2/22/18
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.

Signature on File

Printed Name: Frank Grandinetti
Title: Parts Manager
Date: Feb 7, 2018

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

DT-R-0085-18

INTERGOVERNMENTAL AGREEMENT
BETWEEN THE COUNTY OF DU PAGE, ILLINOIS
AND THE CITY OF NAPERVILLE
FOR CENTRAL SIGNAL SYSTEM EXPANSION 1 AND 2
INSTALLATION AND FUTURE MAINTENANCE RESPONSIBILITIES
AT VARIOUS LOCATIONS
SECTION NO.: 17-DCCSS-01-TL
(ESTIMATED CITY REIMBURSEMENT $183,500.00)

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

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

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

WHEREAS, the COUNTY is preparing plans and specifications for the Central Signal System Expansion 1 and 2, known as COUNTY Section No. 17-DCCSS-01-TL (hereinafter referred to as PROJECT); and

WHEREAS, the CITY has requested that the COUNTY install upgraded equipment at approximately ten CITY traffic signals and connect the existing COUNTY and CITY networks as a part of the PROJECT; and

WHEREAS, an Intergovernmental Agreement has been prepared and is attached that outlines the installation and future maintenance responsibilities including financial obligations of the COUNTY and the CITY related to the PROJECT; and

WHEREAS, the Intergovernmental Agreement must be executed.

NOW, THEREFORE, BE IT RESOLVED by the DuPage County Board, that the Chairman and Clerk of said Board are hereby directed and authorized to execute the attached Intergovernmental Agreement with the CITY; and

BE IT FURTHER RESOLVED that two (2) original copies of this resolution and Intergovernmental Agreement be sent to the CITY, by and through the Division of Transportation.

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

________________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

Attest: ___________________________________
Resolution

DT-R-0085-18

PAUL HINDS, COUNTY CLERK
INTERGOVERNMENTAL AGREEMENT
BETWEEN THE COUNTY OF DU PAGE
AND THE CITY OF NAPERVILLE
FOR CENTRAL SIGNAL SYSTEM EXPANSION 1 AND 2
INSTALLATION AND FUTURE MAINTENANCE RESPONSIBILITIES
AT VARIOUS LOCATIONS
SECTION NO.: 17-DCCSS-01-TL

This Intergovernmental Agreement (hereinafter referred to as "AGREEMENT") is entered into this ___ day of __________, 2018, between the County of DuPage (hereinafter referred to as the "COUNTY") a body corporate and politic, with offices at 421 North County Farm Road, Wheaton, Illinois and the City of Naperville, (hereinafter referred to as the "MUNICIPALITY"), a home rule municipal corporation with offices at 400 S. Eagle Street, Naperville, Illinois. The COUNTY and the MUNICIPALITY are hereinafter sometimes individually referred to as a "party" or together as the "parties."

RECITALS

WHEREAS, the COUNTY has recently received Congestion Mitigation Air Quality funding to expand its Central Signal System under COUNTY Section Numbers: 17-DCCSS-01-TL (Expansion 1) and 17-DCCSS-02-TL (Expansion 2); and

WHEREAS, the COUNTY has decided to combine the two above referenced projects into one project for letting purposes to be known as Section No. 17-DCCSS-01-TL (hereinafter referred to as the "PROJECT"); and

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

WHEREAS, the MUNICIPALITY has requested that the COUNTY install upgraded traffic signal equipment and Ethernet communications at approximately 10 Municipal traffic signals and connect the existing DuPage County and City of Naperville Transportation Management Center networks (hereinafter referred to as the "WORK") as a part of the PROJECT; and

WHEREAS, the COUNTY is willing to incorporate the WORK into the plans for the PROJECT; and
WHEREAS, the COUNTY and the MUNICIPALITY desire to establish the parties’ mutual project cost, shared use of systems and maintenance responsibilities with respect to the PROJECT; and

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

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

WHEREAS, the COUNTY and MUNICIPALITY are public agencies as that term is defined in the Intergovernmental Cooperation Act, 5 ILCS 220/1 et seq.

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

1.0 INCORPORATION

1.1. All recitals set forth above are incorporated herein and made part thereof, the same constituting the factual basis for this AGREEMENT.

1.2. The headings of the paragraphs and subparagraphs of this AGREEMENT are inserted for convenience of reference only and shall not be deemed to constitute part of this AGREEMENT or to affect the construction hereof.

2.0 SCOPE OF PROJECT

2.1. The PROJECT includes, but is not limited to, modernization of traffic signal hardware and software to establish connections to Ethernet-based Central Traffic Management Systems, as well as support/prepare for future transit signal priority
and connected vehicle technology, at the arterial and collector road network level. The PROJECT shall also include the WORK.

3.0 RESPONSIBILITIES - JOINT

3.1. The parties agree to cooperate in and make every effort to cause the construction of the PROJECT.

3.2. The COUNTY and MUNICIPALITY agree that the scope of WORK will be added to the contract documents for Section 17-DCCSS-01-TL and said contract documents are incorporated into this AGREEMENT by reference. Exhibit A is attached hereto and incorporated herein by reference outlining the estimated cost to the MUNICIPALITY for the WORK including design and construction engineering.

3.3. The COUNTY and MUNICIPALITY agree that the contract documents for the PROJECT were prepared in an effort to minimize the need to relocate MUNICIPALITY utilities. Should field conditions result in unexpected utility conflict(s), reasonably demonstrated to have been caused based on the information provided to the COUNTY from the MUNICIPALITY, all reasonable costs associated with resolving said utility conflict(s) shall be at the sole cost of the MUNICIPALITY.

4.0 RESPONSIBILITIES OF THE COUNTY

4.1. The COUNTY shall be responsible for all PROJECT costs except as noted hereinafter, act as the lead agency and be responsible for completing all preliminary and design engineering, right-of-way and/or easement acquisition, if any, coordinating with the Illinois Department of Transportation for letting/awarding of construction contract, permit processing except as noted in paragraph 5.2 hereinafter, and utility coordination except as noted in paragraph 3.3 hereinaabove, and construction engineering for the PROJECT.

4.2. Both the COUNTY and MUNICIPALITY agree that the COUNTY shall administer the contract for the construction of the PROJECT. The COUNTY agrees to
administer the PROJECT in the best interest of both parties and to consult with, and keep advised, officials of the MUNICIPALITY regarding the progress of the WORK and any problems encountered or changes recommended. No change order which affects the MUNICIPALITY’s facilities, or MUNICIPALITY cost, except normal minor variations in quantities of pay items required to complete the WORK shall be authorized except with prior written approval by the MUNICIPALITY.

4.3. The COUNTY agrees, if necessary, to make arrangements for and apply for permits for PROJECT required adjustments, relocations and modifications, etc. to MUNICIPALITY utility facilities, which are in conflict with the PROJECT at no expense to the MUNICIPALITY.

4.4. The COUNTY shall submit the Pre-final Plans and Specifications for the PROJECT to the MUNICIPALITY for review. The MUNICIPALITY shall provide review comments within fourteen (14) days of receipt of the Pre-final Plans and Specifications. The COUNTY will correct any errors and address other reasonable comments prior to the submittal of Final Plans and Specifications to the MUNICIPALITY.

4.5. For the purposes of this agreement the "SIGNAL SYSTEM" shall include Central Traffic Management System software, as well as communications cables within County right-of-way, Ethernet switches, communications hardware, and PTZ cameras, as well as peripheral equipment.

4.6. Upon completion of the PROJECT, the COUNTY shall continue to own, operate and maintain the COUNTY’S SIGNAL SYSTEM and shall provide and pay for all costs associated with the future routine maintenance of the SIGNAL SYSTEM.

4.7. Upon completion of the PROJECT, the MUNICIPALITY shall continue to own, operate and maintain the MUNICIPALITY’S SIGNAL SYSTEM and shall provide and pay for all costs associated with the future routine maintenance of the SIGNAL SYSTEM.
5.0 RESPONSIBILITIES OF THE MUNICIPALITY

5.1. The MUNICIPALITY hereby grants to the COUNTY, its employees, contractors and agents a right-of-entry for ingress and egress onto, over, under and above the MUNICIPALITY property within the boundaries of the PROJECT for the purpose of constructing the PROJECT. The MUNICIPALITY shall retain the right of ingress and egress over said areas so long as it does not interfere with the COUNTY’s WORK. Upon completion of the PROJECT, the right-of-entry shall terminate.

5.2. The MUNICIPALITY agrees, if necessary, to make arrangements for and issue permits for PROJECT required adjustments, relocations, modifications, etc. to utility facilities located within existing MUNICIPALITY rights of way which are in conflict with the PROJECT at no expense to the COUNTY.

5.3. The MUNICIPALITY agrees to reimburse the COUNTY one hundred (100%) percent of the local share of the construction cost of the WORK.

5.4. The MUNICIPALITY agrees to reimburse the COUNTY an additional ten (10%) percent of the actual final construction cost of the local share of the WORK for construction engineering.

5.5. The MUNICIPALITY agrees to reimburse the COUNTY for the actual design engineering cost for the WORK estimated to be $35,000.00.

5.6. The MUNICIPALITY agrees to pay the COUNTY fifty (50%) percent of the estimate of MUNICIPALITY cost as attached hereto in Exhibit A upon award of the contract for the PROJECT based upon as-bid unit prices for the WORK. Upon completion of the WORK and based upon the documentation of final costs and quantities, submitted by the COUNTY and a final invoice, the MUNICIPALITY agrees to reimburse the COUNTY for the balance of the MUNICIPALITY cost within sixty (60) days of receipt of a properly documented invoice from the COUNTY.
6.0 MAINTENANCE AND SHARED ACCESS

6.1. Upon completion of the PROJECT:

6.1.1 Any new fiber optic cable and conduit that is installed in the COUNTY’s right-of-way shall be owned, operated and maintained by the COUNTY.

6.1.2 Any new fiber optic cable and conduit that is installed in the MUNICIPALITY’S right-of-way shall be owned, operated and maintained by the MUNICIPALITY.

6.1.3 The MUNICIPALITY shall grant the COUNTY access to its traffic signal field equipment or other facilities owned by the MUNICIPALITY for maintenance purposes with one (1) business day notice. The MUNICIPALITY retains the right to require COUNTY personnel to be escorted by a representative of the MUNICIPALITY when accessing MUNICIPALITY facilities.

6.1.4 The COUNTY shall grant the MUNICIPALITY access to its traffic signal field equipment or other facilities owned by the COUNTY for maintenance purposes with one (1) business day notice. The COUNTY retains the right to require MUNICIPALITY personnel to be escorted by a representative of the COUNTY when accessing COUNTY facilities.

6.1.5 The MUNICIPALITY shall be given remote access to the COUNTY’s SIGNAL SYSTEM for the purpose of sharing data and video services.

6.1.6 The COUNTY shall be given remote access to the MUNICIPALITY’s signal system for the purposes of sharing data and video services.

6.1.7 The COUNTY shall be responsible for specific equipment located on the MUNICIPALITY’s facilities. The MUNICIPALITY shall be responsible for specific equipment located on the COUNTY’s facilities. The specific equipment subject to this section are listed
in Exhibit B. The parties agree that the equipment listed in Exhibit B may be revised by the designated representatives from time to time as necessary and mutually agreed upon without amendment of the AGREEMENT.

6.1.8. Each party shall continue to designate a representative to the other party who shall serve as the full time representative regarding the SIGNAL SYSTEM.

6.1.9. The COUNTY and the MUNICIPALITY agree that existing energy and maintenance agreements including phasing, timing and operations related to the individual traffic signals involved in the PROJECT will continue as outlined in said existing agreements.

7.0 INDEMNIFICATION

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

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

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

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

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

7.5. Any indemnity as provided in this AGREEMENT shall not be limited by reason of the enumeration of any insurance coverage herein provided. The MUNICIPALITY’s and COUNTY’s indemnification under Section 7.0 hereof shall terminate when the PROJECT is completed and the MUNICIPALITY assumes its maintenance responsibilities as set forth in paragraph 6.1 hereof.

8.0 GENERAL

8.1. It is understood and agreed by the parties hereto that this AGREEMENT is intended to address the PROJECT and improvements requested by the MUNICIPALITY as a part of the PROJECT and no changes to existing highways and appurtenances maintenance and/or jurisdiction are proposed.

8.2. Whenever in this AGREEMENT, approval or review of either the COUNTY or MUNICIPALITY is provided for, said approval or review shall not be unreasonably delayed or withheld.
8.3. In the event of a dispute between the COUNTY and MUNICIPALITY representatives in the preparation of the Plans and Specifications, or changes thereto, or in carrying out the terms of this AGREEMENT, the County Engineer of the COUNTY and the City Engineer of the MUNICIPALITY shall meet and resolve the issue.

8.4. No later than fourteen (14) days after the execution of this AGREEMENT, each party shall designate a representative to the other party who shall serve as the full time representative of said party during the carrying out of the construction of the PROJECT. Each representative shall have authority, on behalf of such party, to receive notices and make inspections relating to the WORK covered in this AGREEMENT. Representatives shall be readily available to the other party.

8.5. This AGREEMENT may be executed in two (2) or more counterparts, each of which shall be deemed an original and all of which shall be deemed one in the same instrument.

9.0 ENTIRE AGREEMENT

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

10.0 NOTICES

10.1. Any notice required hereunder shall be deemed properly given to the party to be notified at the time it is personally delivered or mailed by certified mail, return receipt requested, postage prepaid, or sent by confirmed facsimile, to the party's address. The address of each party is as specified below; either party may change its address for receiving notices by giving notices thereof in compliance with the terms of this subsection.
For MUNICIPALITY:

Andy Hynes, P.E.,
Deputy City Engineer
City of Naperville
400 South Eagle Street
Naperville, IL 60540
Phone: 630.548.2958
Facsimile: 630.305.5986
Email: hynesaj@naperville.il.us

For COUNTY:

Christopher C. Snyder, P.E.
Director of Transportation/County Engineer
DuPage County Division of Transportation
421 N. County Farm Road
Wheaton, IL 60187
Phone: 630.407.6900
Facsimile: 630.407.6901
Email: Christopher.snyder@dupageco.org

11.0 AMENDMENT, MODIFICATION OR TERMINATION OF THIS AGREEMENT

11.1. No modification or amendment to this AGREEMENT shall be effective until approved by the parties in writing except for the provisions stated in paragraph 6.1.7 herein.

12.0 ASSIGNMENT

12.1. This AGREEMENT shall be binding upon and inure to the benefit of the parties hereto, their successors and assigns.

13.0 GOVERNING LAW

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

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

14.0 SEVERABILITY

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

15.0 FORCE MAJEURE

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

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

COUNTY OF DU PAGE
Daniel J. Cronin, Chairman
DuPage County Board

CITY OF NAPERVILLE
Signature on File

Douglas A. Krieger
City Manager

ATTEST:

Paul Hinds
County Clerk

ATTEST:

Pam Gallantue, Ph.D.
City Clerk
EXHIBIT "A" ESTIMATE OF MUNICIPALITY COST

Estimate of design engineering for the WORK $35,000.00

Estimate of WORK construction costs: 135,000.00
(MUNICIPALITY’S Local Share)

Estimate of construction engineering (10% of WORK) 13,500.00
(MUNICIPALITY’S Local Share)

Total Estimate of MUNICIPALITY COST: $183,500.00
EXHIBIT "B" (Equipment, location & maintenance responsibility to be added)

<table>
<thead>
<tr>
<th>Equipment (Owner)</th>
<th>Location (Facility Owner)</th>
<th>Maintenance Responsibility</th>
</tr>
</thead>
<tbody>
<tr>
<td>Traffic ware detectors, hardware and peripheral communications equipment (Naperville)</td>
<td>Intersection of Warrenville Road and Washington Street (DuPage DOT)</td>
<td>City of Naperville</td>
</tr>
</tbody>
</table>
WHEREAS, the DuPage County Board has heretofore approved and adopted Resolution DT-P-0022-17 on January 24, 2017; and

WHEREAS, Contract 2338 SERV was awarded to DLZ Illinois, Inc. for Professional Traffic Signal Design Engineering Services for various locations, Section 17-TSENG-00-EG; and

WHEREAS, the current cost of said contract to the County of DuPage, by and through the Division of Transportation, is $250,000.00; and

WHEREAS, at the time the project was initially planned, two separate expansion projects were submitted for Federal CMAQ funding with the design contract covering only the cost of the first expansion project; and

WHEREAS, the County has now received notification that both projects are eligible to receive said Federal funding and desires to combine the two expansions into one construction project; and

WHEREAS, the additional funds are necessary to pay for the design of the plans for the second expansion and the City of Naperville has agreed to reimburse the County $35,000.00 of these additional costs; and

WHEREAS, the Transportation Committee recommends a change order to increase the contract in the amount of $75,000.00.

NOW, THEREFORE, BE IT RESOLVED that the DuPage County Board adopt this Amendment to Resolution DT-P-0022-17, issued to DLZ Illinois, Inc., to increase the funding in the amount of $75,000.00, resulting in an amended contract total amount of $325,000.00, an increase of 30.00%.

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

________________________________________
DANIEL J. CRONIN, CHAIRMAN
DUPAGE COUNTY BOARD

Attest: _________________________________
PAUL HINDS, COUNTY CLERK
### Request for Change Order

**Procurement Services Division**

*Attach copies of all prior Change Orders*

---

<table>
<thead>
<tr>
<th>Purchase Order #: 2338 SERV</th>
<th>Original Purchase Order Date:</th>
<th>Change Order #: 1</th>
<th>Department: Division of Transportation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vendor Name: DLZ Illinois, Inc.</td>
<td>Vendor #:</td>
<td></td>
<td>Dept Contact: Bill Eidson</td>
</tr>
</tbody>
</table>

**Background and/or Reason for Change Order Request:**

- Traffic Signal Design Engineering Services for various locations, Section 17-TSENG-00-EG
- Change order to increase the contract in the amount of $75,000.00 (County to be reimbursed $35,000.00)

**IN ACCORDANCE WITH 720 ILCS 5/33E-9**

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

#### INCREASE/DECREASE

| A | Starting contract value | $250,000.00 |
| B | Net $ change for previous Change Orders |
| C | Current contract amount (A + B) | $250,000.00 |
| D | Amount of this Change Order | **Increase** | $75,000.00 |
| E | New contract amount (C + D) | $325,000.00 |
| F | Percent of current contract value this Change Order represents (D / C) | 30.00% |
| G | Cumulative percent of all Change Orders (B+D/A), (60% maximum on construction contracts) | 30.00% |

#### DECISION MEMO NOT REQUIRED

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

#### DECISION MEMO REQUIRED

- [ ] Increase (greater than 29 days) contract expiration from: ___________________________ to: ___________________________
- [ ] Increase ≥ $2,500.00, or ≥ 10%, of current contract amount
- [ ] Funding Source 1500-3500-54040
- [ ] OTHER - explain below:

---

**emh**

<table>
<thead>
<tr>
<th>Prepared By (Initials)</th>
<th>Phone Ext</th>
<th>Date</th>
<th>Recommended for Approval (Initials)</th>
<th>Phone Ext</th>
<th>Date</th>
</tr>
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<tbody>
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</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>2-23-18</td>
<td></td>
<td>3-1-18</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Chief Financial Officer (Decision Memos Over $25,000)</th>
<th>Date</th>
<th>Chairman's Office (Decision Memos Over $25,000)</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>3-1-18</td>
<td></td>
<td>3-2-18</td>
</tr>
</tbody>
</table>

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**Packet Pg. 86**
**Decision Memo**

**Procurement Services Division**

This form is required for all Professional Service (3090) Contracts over $25,000 and as otherwise required by the Procurement Review Checklist.

<table>
<thead>
<tr>
<th>Requesting Department: Division of Transportation</th>
<th>Department Contact: William Eidson</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact Email: <a href="mailto:william.eidson@dupageco.org">william.eidson@dupageco.org</a></td>
<td>Contact Phone: 630 407-6890</td>
</tr>
<tr>
<td>Vendor Name: DLZ Illinois, Inc.</td>
<td>Vendor #:</td>
</tr>
</tbody>
</table>

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

DLZ Illinois, Inc. (DLZ) is requesting additional compensation for the Phase II design of the Central Signal System Expansion Projects #1 & 2, Section 17-TSENG-00-EG.

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

The project is a partnership between DuPage County and the City of Naperville, with DuDOT taking the lead. When the expansion was initially planned, two separate projects were submitted for Federal CMAQ funding. The design contract only covered the cost of the first expansion project at a cost of $250,000.00. We were notified that both projects are receiving federal funding and we have decided to combine the two expansions into one construction project with one set of engineering plans. The additional funds are necessary to pay for the design of the plans for the second expansion, which primarily includes Naperville's portion of the project.

**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.

In order to complete design engineering for the Central Signal System Expansion, including the shared connection with the City of Naperville’s Central Traffic Management System and traffic signals, it will be more cost effective to supplement DLZ. They are in the best position to complete the project at the lowest cost to the County.

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

The DOT only selects firms that are pre-qualified in accordance with IDOT guidelines. Requests for Statements of Interest were sent to firms throughout the industry. From the Statements of Interest received, a small number of firms were “shortlisted”. Each of these firms then submitted a Statement of Qualification. The DOT reviewed each submittal with specific attention to the experience of staff to be assigned to the project and relevant past work. Based on a comprehensive review of the submittals, the DOT determined that the project team assembled by DLZ is qualified and has the staff available to perform the work on behalf of the County.

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

An increase in the contract amount is the recommended course of action since DLZ has completed the Phase II Engineering to date and is in the best position to perform the additional design work required for this project. Hiring another consultant through the QBS process would delay the project letting schedule and would not be cost effective.

**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.

The FY18 fiscal impact for this change order is anticipated to be $75,000.00. Of this amount, the City of Naperville will reimburse DuPage County the actual amount of the City’s portion of the design cost, estimated to be $35,000.00. The DOT has sufficient funds in our FY18 budget to pay for this change 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: DLZ Illinois, Inc.</th>
<th>Company Contact: Gregory Brumm, PE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact Phone: 773 283 2600</td>
<td>Contact Email: <a href="mailto:gbrumm@dlz.com">gbrumm@dlz.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.

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

<table>
<thead>
<tr>
<th>dd</th>
<th>Recipient</th>
<th>Donor</th>
<th>Description (e.g. cash, type of item,)</th>
<th>Amount/Value</th>
<th>Date Made</th>
</tr>
</thead>
<tbody>
<tr>
<td>x</td>
<td>Citizens for Cronin</td>
<td>Ram Rajadhyaksha</td>
<td>check / check</td>
<td>$2,000.00</td>
<td>6/19 &amp; 6/30/17</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>dd</th>
<th>Recipient</th>
<th>Telephone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>x</td>
<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>
<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:

Agree. DLZ has submitted disclosures on an on-going process.

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

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

Authorized Signature

[Signature on File]

Printed Name: Ram Rajadhyaksha

Title: Equity Partner and Vice President

Date: Feb 20, 2018

Attach additional sheets if necessary. Sign each sheet and number each page. Page 1 of 1 (total number of pages)
AMENDMENT TO RESOLUTION DT-R-0287-17
LORIG CONSTRUCTION COMPANY
CH 13/WINFIELD ROAD AND CH 3/FERRY ROAD
BRIDGE REPAIRS
SECTION 17-00258-00-BR
(DECREASE $17,043.93 AND CLOSE; 1.96%)

WHEREAS, the DuPage County Board heretofore adopted Resolution DT-R-0287-17 on June 13, 2017; and

WHEREAS, a contract was awarded by County Board Resolution DT-R-0287-17 to Lorig Construction Company for repairs to the bridges carrying CH 13/Winfield Road over Springbrook Creek and CH 3/Ferry Road over the Elgin, Joliet and Eastern Railroad, Section 17-00258-00-BR; and

WHEREAS, the current contract total amount is $871,675.07; and

WHEREAS, Lorig Construction Company has completed all obligations under the contract, and there are allocated and unexpended funds remaining under the contract; and

WHEREAS, it is in the best interest of the County to de-obligate the remaining funds and close out the contract, and said change is authorized by law.

NOW, THEREFORE, BE IT RESOLVED that the DuPage County Board hereby decreases the funding in the amount of $17,043.93, resulting in a final County cost of $854,631.14, a decrease of 1.96%.

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

________________________________
DANIEL J. CRONIN, CHAIRMAN
DUPAGE COUNTY BOARD

Attest: _________________________________
PAUL HINDS, COUNTY CLERK